

The Parochial Church Council
of the ecclesiastical Parish of St Peter's with
St Mark's Hospital Church

Report and Financial Statements 31 December 2018

Registered with the Charity Commission 1128896

Parochial Church Council of the Ecclesiastical
Parish of St Peter's
with St Mark's Church, Maidenhead

Registered Charity no. 1128896

Financial Report and Statement
for the year ended 2018

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2018 Report and Accounts for the Parochial Church Council of St Peter's with St Marks Hospital Church, Furze Platt, Maidenhead

1. Administrative Information

St. Peter's Church is situated in St Peter's Road, Furze Platt, Maidenhead. It is part of the Diocese of Oxford within the Church of England. The correspondence address is the Parish Office, St Peter's Church, St Peter's Road, Maidenhead, Berkshire, SL6 7QU. The Parochial Church Council (PCC) also has responsibility for St Mark's Hospital Church, which is part of the site of St Mark's Hospital, our local community hospital. The incumbent also acts as the Hospital Chaplain.

St Mark's Hospital Church building is owned and maintained by the NHS, although St Mark's congregation have been permitted to improve the building from their own funds. The Parochial Church Council (PCC) is registered with the Charity Commission, registration no. 1128896.

The PCC is also responsible, via the administrative trustees, namely the vicar and churchwardens for the maintenance of the Furze Platt War Memorial Hall, Furze Platt Road, Maidenhead.

2. Structure, Governance and Management

The PCC has been formed under the Parochial Church Council (Powers) Measure 1956. The method of appointment of PCC members is set out in the Church Representation Rules. The clergy, churchwardens and the treasurer are members by virtue of their office. Churchwardens are elected annually at the Annual Meeting of Parishioners. Deanery Synod representatives are elected by the Annual Parochial Church Meeting (APCM) and hold office for three years. Other members of the PCC are elected for a term of 3 years at the APCM. All Church attenders are encouraged to register on the electoral roll and to consider whether to stand for election to the PCC. PCC members automatically become trustees of the charity.

3. Membership of the PCC

The Membership of the PCC as at 31st December 2018 is shown below:

Ex Officio:

David Short	(Vicar)
Joanna Ellington	(Assistant Minister)
Kevin Colyer	(Pioneer Curate)
Ian Knight	(Churchwarden)
Jean Stevens	(Churchwarden)

Elected to PCC:

Carol Streeter	(elected 2016-2019)
Linda Goulding	(elected 2016-2019)
Andrew Fleet	(elected 2016-2019)
Lesley Haldane	(elected 2016-2019)
Carol Cooper	(elected 2016-2020)
Fran Sharp	(elected 2016-2020)
Alan Berry	(elected 2016-2020, PCC Treasurer)
Wendy Frampton	(elected 2017-2020)
Lucy Bellinger	(elected 2018-2021)
Ian Cheeseman	(elected 2018-2021)
Tony May	(elected 2018-2021, PCC Secretary)
Tim Stone	(elected 2018-2021)

In Attendance:

Howard Goldsmith	(PCC Vice Chair)
Ruth Flynn	(PCC Minute Secretary)
Hazel Cronbach	(Finance Manager)

4. Deanery Synod

The Deanery Synod provides the PCC with an important link between the parish and the wider structures of the church. As at 31 Dec 2018 seven members of the PCC were also members of the Deanery Synod. David Short, Joanna Ellington, Kevin Colyer, Carol Cooper, Fran Sharp, Alan Berry and Wendy Frampton. In 2018, there were 3 meetings. In addition to acting as a conduit for General Synod the Deanery Synod covered presentations and discussions on subjects such as the Parish Giving Scheme, and ministry to those with dementia.

5. Organisation and Structure

For the PCC to work to enable the mission and ministry of St Peter's and St Mark's as well as exercise the function of trusteeship for the church, each member of the PCC will normally be part of at least one sub-group; others not on the PCC can be invited onto these subgroups. Each sub-group regularly reports to the PCC.

Standing Committee - This committee consists of the vicar, the two churchwardens, the treasurer, the PCC Secretary and the PCC Vice Chair. They have power to transact the business of the PCC between PCC meetings, reporting to the full PCC as appropriate.

Finance Committee – The Finance Committee consists of the Treasurer, and 3 other people including at least one member of the PCC. This Committee meets 4 times per year and is responsible to the PCC for inspecting financial reports including year-end accounts before external inspection; monitoring financial performance against budgets; developing and agreeing financial policies and processes; training of the PCC in financial matters; advising on the managing of investment; taking overall responsibility in managing risk.

Mission Action Group - looks to develop mission partnership at home and abroad and recommends the amounts to give to various mission partners. On 31st December 2018 the Mission Partners were: *Overseas*; Street Kids Direct Guatemala (formally Mi Arca), CMS (Mark and Rosalie Balfour in Guatemala), Alpha Liberia and Open Doors.

At home: Recharge R&R, Christian Connections in Schools (CCiS) and Yeldall Manor.

Building Action Group (BAG) - attends to all matters relating to the normal maintenance of the buildings and grounds in which St Peter's and St Mark's Church has an interest. The group is chaired by Howard Goldsmith (PCC Vice Chair) and consists of members of the congregation with relevant skills.

Stewardship Group – The Group comprises 7 members of the Parish of which 4 are PCC members. The Stewardship Group analyses giving and income requirements to meet the 3 year budget which in turn is based on ministry and mission. The Group then prepares an action plan for appealing to the Parish to increase voluntary giving.

St Mark's Committee – The Committee consists of the Vicar, anyone appointed by the Vicar or PCC with special responsibility for pastoral oversight at St Mark's, PCC members who are qualified electors, the PCC treasurer, up to 6 elected members, up to 2 co-opted members. (A qualified elector is a member on the electoral roll who has attended Sunday worship at St. Mark's at least 12 times in the 12 months preceding the Committee Election Meeting). The Committee meet three times a year and considers worship, mission, pastoral care, management and administrative matters, which relate specifically to St Mark's congregation.

6. Objectives and Activities

St Peter's with St Mark's Church Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend David Short, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Following extensive consultation with members of the Parish the PCC has agreed that the Priorities for St Peter's and St Mark's are to develop our ministry in the areas of Worship, Discipleship, Community, Mission and the Younger Generation and to nurture the values of Compassion, Creativity, Generosity and Joy. Our vision is to LOVE JESUS, SHARE LIVES & TRANSFORM COMMUNITIES.

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. Our services and worship put faith into practice through prayer and scripture, worship 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 the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Mission and outreach work, especially with children and young people, disadvantaged and vulnerable families, and vulnerable and sometimes socially isolated older people.

To facilitate this work it is important that we maintain the fabric of St Peter's Church and the Church Centre.

The Church aims to give to other organisations involved in mission in the UK and overseas, or involved in humanitarian relief and development work, 10% of its regular income each year. Giving is prayerfully considered by the Mission Action Group, which makes recommendations to the PCC.

To help it achieve its objectives the PCC employs on a part-time basis:

Church Centre Manager (Sandy Young), reporting to the Vicar, to manage the St Peter's Church centre complex, provide a welcome to the building and to run the office.

Finance Manager (Hazel Cronbach), reporting to the Treasurer, maintain the Church books and to look after day-to-day financial matters.

Administrator (Cathy Brumage), reporting to the Vicar to provide administrative support to the Vicar.

Cleaner (Cathy Brumage) reporting to the Church Centre Manager, is responsible for the cleanliness of the St Peter's Church Centre complex.

In addition:

Lay Licensed Minister (Ruth Knight) reporting to the Vicar. Ruth is involved with leading and preaching at St Mark's and is also a joint leader of a Connect Group.

The church also relies on the voluntary work of many people within the church and the PCC very much appreciates their service to the church and the local community.

The parish safeguarding policy was ratified by the PCC during the year. New leaders and helpers continue to be checked with the Disclosure and Barring Service; long-standing group leaders and helpers have been re-checked when required. We are thankful for the efforts of Lesley Haldane as Safeguarding Officer.

7. PCC Review of the Year

The PCC met 7 times in 2018. Over the year the PCC has discussed many topics, significant among them:

January 2018 - The Draft Annual Report and Accounts were approved to be sent to the independent examiners. A revised list of those authorised to administer Holy Communion was agreed for forwarding to the Bishop. Lesley Haldane (Parish Safeguarding Officer) presented the annual Safeguarding Report, and the parish safeguarding policy was approved. The recommendations of the Mission Action Group for distribution of the 2017 Mission Tithe were agreed. A small working party was formed to implement the requirements of the new General Data Protection regulations (GDPR), taking effect in May 2018.

March 2018 - The principles of future giving to our CMS Mission Link (Mark and Rosalie Balfour) was discussed. A working party was established to look at the organisation and procedures within the church office with the aim of improving efficiency. The progress on GDPR compliance was also discussed. It was agreed to offer a gap year opportunity for a suitable candidate from September.

April 2018 - A short meeting after the APCM to elect officers for the next PCC year (roles detailed above).

May 2018 - The responsibilities of PCC members as trustees of the charity were highlighted, both financially and in other matters of governance e.g. Safeguarding, Health and Safety, Collective responsibility for decisions etc. Lesley Haldane (Safeguarding Officer) explained how the Diocese has introduced a policy of a comprehensive safeguarding training for people holding different posts within the church, along with our plan for implementing this training. The installation of a new Sound System for St Mark's was approved.

July 2018 - The new curate, Kevin Colyer was welcomed onto the PCC. It was reported that Carol Streeter had decided to step down from her cleaning role, and was thanked for her work. Going forward, Cathy Brumage would be taking on this responsibility. Revised hire charges for the church centre were approved. David Short reported that following an advertisement for a Ministry Experience Volunteer (Gap year worker), Laura Marlow had been interviewed and had accepted the post. Howard Goldsmith reported how the office arrangements working party had identified a number of actions that could be taken to improve overall efficiency, including remote heating control, and equipping the mezzanine as a 'hot desk' area. The provision of new signage for St Mark's was approved. A revised service pattern for St Mark's was reported on.

September 2018 - Further progress by the office arrangements working party was reported and approval was given to a revised job description for the Church Centre Manager. Formal approval was given for a number of youth related and toddler events planned for the academic year 2018/19. Ian Knight reported on a Health and Safety gap assessment that he and a small team had completed significant work upon. This looked at 30 different areas to assess compliance, which items needed attention and what priority they should be given. This improvement plan was formally adopted.

November 2018 - The PCC reviewed the 'Love Jesus' element of our vision over the last 12 months. The proposed 2019 budget was discussed and then approved. A requested 2.16% increase in the Parish Share paid to the Diocese for 2019 was approved. The meeting prayed for the Children and Youth groups and gave thanks for the dedication and commitment of the current leaders. Emma Gordon-Smith, standing down as leader of Ignite at Christmas, was thanked by the PCC for her 8 years of service in this group. Alan Berry and Duncan Hopkins were thanked by the PCC for their extensive work, which had saved considerable expense, in fixing serious problems with the church boiler system. Due to the difficulties resourcing Communion services at St Mark's the PCC commended Ruth Knight our parish LLM to the Bishop, with the hope that he might grant permission for Ruth to officiate Communion by Extension when the need arises.

8. Services and Worship

The number of names on the electoral roll as at April 2018 was 174 (2017: 161), 53% of whom live within the Parish, 47% outside the Parish. Adrian Young continues as electoral roll officer, although for some of 2018, because of ill health, Linda Goulding covered this role. We thank them both for their work.

We continue to offer a range of service styles across our two churches to suit those in the community.

St Mark's Church services are middle-of-the-road traditional. Holy Communion services are based on Common Worship, while the Morning Prayer services are based on the Book of Common Prayer or on Common Worship. The St. Mark's congregation, which we would describe as welcoming and caring, is mainly from an older demographic.

St Mark's has undergone some changes in 2018. Historically services were either Holy Communion or Morning Prayer on Sundays at 10.15am, usually attended by about 30 people. These services have generally been led by Clifford and Penny Baker from St Mark's, Jill Palfrey an LLM from a neighbouring church and Rev John Copping a retired priest based in Cookham, as well as David Short, Jo Ellington and Ruth Knight (LLM) from St Peter's. Unfortunately, Penny and Clifford's move to Bicester in the summer coincided with Jill being forced to stop serving for health reasons, and John's serious illness and subsequent death. This has forced the service pattern at St Mark's to be altered. The 10.15 service now runs twice a month with one of these a Holy Communion Service. Additionally our Parish 8am Communion service has been moved from St Peter's to St Mark's and is now being run weekly (compared to 3 times a month previously). This ensures St Mark's has at least one service every Sunday. It is regarded as a pragmatic response to constrained ministry resources and has led to increased numbers attending the 8am communion service.

A midweek service also takes place fortnightly at the St Mark's Nursing Centre. This alternates between Morning Worship and Holy Communion.

At St Peter's the 10am service has a crèche and children's groups after the first fifteen minutes together. We hold All-Age Services at Easter and Christmas and on 5th Sundays. Worship is led by a team who lead our sung worship in a contemporary style. Song words, liturgy and readings are projected, with large print booklets available for those who need them. Refreshments are served after this service, which is described as full of welcome, love and joy, with a space for all ages from families with young children to seniors.

9. Achievements and Performance

Church Service Attendance 2018

October average (thought to be a typical month statistically):

St Peter's	102 Adults	29 Children	(2017 : 93, 31)
St Mark's	24 Adults	1 Children	(2017 : 33, 1)

Easter Day:

St Peter's	126 Adults	27 Children	119 Received Communion	(2017 : 130, 24, 116)
St Mark's	30 Adults	2 Children	29 Received Communion	(2017 : 44, 2, 43)

Christmas Services:

St Peter's	630 Adults	194 Children	(2017 : 718, 228)
St Mark's	154 Adults	13 Children	(2017 : 140, 11)

10. Review of Activities and Events

Connect Groups usually meet once a fortnight in people's homes during the day or evening. They are key to our spiritual growth and pastoral life. At the end of 2018 there were 60 people regularly attending the 6 Connect Groups.

Young Church Groups continue to be run for various age groups, attendance during 2018 was as follows:

Spark	(3 to 6 year olds)	usually 7 to 11 attendees average 9	(2017 : 6-9, 8)
Ignite	(7 to 10 year olds)	usually 4 to 8 attendees average 6	(2017 : 5-8, 6)
X:Plode	(11 to 14 year olds)	usually 3 to 9 attendees average 6	(2017 : 4-7, 5)

A crèche is available during the 10.00am service at St Peter's, which usually has 3 to 5 children each week.

Prayer Meetings. Our monthly evening prayer meeting called 'Encounter' enjoyed an average attendance of 19 people. Our weekly Wednesday morning prayer meetings called 'Listening Prayers' has around 10 in attendance. A new weekly Monday morning prayer meeting called 'Pastoral Prayers' started in 2018. This has around 10 in attendance, and we pray for those in particular need in the parish.

Prayer Weeks based in the St Peter's mezzanine. Three prayer weeks have been held during the year. These were all well attended with the prayer room being open 18 hours a day for five days.

School Work continued across the parish. Presentations of Easter Cracked and Christmas Unwrapped were held for Furze Platt Junior School and Courthouse Junior School. Year 2 pupils of Alywn Infant School visited St Mark's, and for the first time Year 1 pupils of Alwyn Infant School also visited the church. Links with Furze Platt Junior School continued to strengthen, as St Peter's hosted the school Christmas Carol Service for the third year, and the clergy team started delivering assemblies at the school.

Alpha continued this year as a course for enquirers. The first course, led by Vicar David was run in conjunction with the Bible course led by Tim Stone, both starting with a shared meal. This was a very successful combination enabling new people to meet regular members of the churches and build relationships. A second Alpha course was run at the Vicarage in the autumn and run alongside the Marriage course attended by one couple. The first Alpha course had 14 attendees, and the second Alpha had 4 attendees. A separate **Youth Alpha** was also run with 15 young people attending.

The Marriage Preparation Course was also run, with 2 couples attending in 2018.

The Community Café has continued to run on Wednesdays and attracts around 30 people. The Café provides important outreach to the local community where it is known that many people spend the day on their own. Fresh food from the Church Centre kitchen and fellowship from volunteers makes visitors feel welcome and valued. Our thanks go to Debbie Watson, Sarah France and Beki Hart and their volunteers for the successful running of the Café. **Knit and Natter** has continued to meet within the Community Café, led by Sally Gould.

Senior Lunch Club runs on Thursdays, and provides a cooked meal from the Church Centre kitchen for between 12 and 16 people a week. We are thankful for Marion Edkins and her team who organise transport and events for the group. Our thanks also go to Sarah France, Debbie Watson, Catherine Hollingsworth and Nancy Ovstedal who provide a tasty and nutritious three course home-made meal each week.

Craft Club meets at the Church Centre. This outreach activity meets monthly usually attracting 10-16 people, including a number from the wider community outside of the church family. Our thanks go to Jean Stevens for organising this activity.

St Peter's Toddlers runs in term-time on a Monday morning. This has enjoyed good attendance with between 11 and 23 children attending (average 16). Many of these are families from the wider community outside of the church family.

Young People. The following groups and activities were run for young people in 2018:

ID a group for young people in school years 9 – 13, usually attracting 7 – 10 attendees (average 7), continued to meet on Sunday evenings. Often these activities include a number of the older children from Xplode, the girls group, and friends of ID members from the wider community.

Connect Groups. Two connect groups for young people met alternate weeks. A girls group attended by 6 to 9 girls and a mixed group (Wednesday Night Live) of 3 to 6.

Weekend Away. A youth weekend away in March to the Legge House Youth centre was attended by 12 young people and 7 leaders. Attendees thoroughly enjoyed a weekend of physical activities and Jesus centred teaching.

Young People - Soul Survivor. 9 young people and 4 leaders attended the Soul Survivor festival at the East of England Showground, Peterborough. Along with other young people from churches throughout the UK; they enjoyed a week of camping, live music, activities and teaching, inspiration and fun.

New Wine - A group of 10 adults and 4 children from the church, attended the New Wine festival in Somerset along with thousands of people from churches throughout the UK.

Events – The following events were run during the year:

Safari Supper – This successful social event was run on a Saturday evening in October with over 55 people attending. The format of the event, which was excellently planned and organised by Stephen and Hazel Cronbach, encouraged attendees to mix and introduced the surprise element of not knowing where or with whom main course and deserts would be enjoyed until the last moment. The format also served to spread food preparation responsibilities amongst multiple hosts although special mention

should be made of David and Catherine Short's mass production skills in preparing excellent canapes for all as a starter.

Quiz Night - Quiz nights in St Peter's Church are a popular evening for the Church Family many of whom bring friends or neighbours. Stephen and Hazel Cronbach are thanked for their tireless efforts in making it happen.

Summer Barbecue – A successful barbecue was held in the garden of Hindhay Farm.

Welcome Teas – These were held at the vicarage to welcome newcomers to St Peter's and St Mark's.

Bereavement Service and Tea – A popular event providing the opportunity for celebrating the lives of loved ones and fellowship.

Our thanks go to the many members of the Church who are involved in these events.

Food Bank - St Peter's has continued as both a collection and distribution point for Maidenhead FoodShare, with food donations being received from both church members and people from the wider community.

Church Centre Utilisation – The Church Centre provides excellent facilities for community-based organisations. When available, the Centre has been used for a before school breakfast club, children's' art classes, musical theatre based sound and movement for babies, and Pilates classes. The centre is also used for counselling sessions, and training events. Additionally, community groups continue to use our space for meetings and presentations. There is a lot of demand to hold children's parties at the church centre. A number of organisations, including national charities, have held events at the Centre.

11. Report on the Fabric, Goods and Ornaments

Inspections - The three yearly Parish Inspection by deanery staff was completed with the church terrier, registers and other records all checked.

St Peter's Church and Church Centre.

Significant Repairs - The Church heating boiler (16 years old) failed in the autumn and was repaired under the service agreement by British Gas, however British Gas identified a potential issue with the flue extract fan in the start-up safety checks and the boiler was shut off pending the resolution of the issue. This required extensive investigative work and appointment of a new gas service company specialising on commercial installations. This led to the boiler only being reinstated two weeks later. In the medium term the Buildings Action Group will develop a plan to replace the church boiler.

Concurrent with the failed boiler, the church centre fire alarm system was impacted by the repair of the kitchen hatch shutter motor. This resulted in major damage to the communications interface and sensors and has required meticulous investigation and fault finding over an extended period – without the assistance of our in-house experts this would have required a very expensive specialist repair.

The overhead projector used in the Church was replaced following the failure of the old unit (funded by a generous donation).

Maintenance and Small Improvements - A well supported church and garden cleaning day in the autumn progressed a number of important tasks and the removal of the foam rugby ball from the eaves above the church nave! The tower door to the chancel's lock was repaired, and improved "smart" thermostats to control the church and church centre heating were fitted. Routine checks of safety devices and equipment continue, managed by the office and volunteers.

St Mark's Church

This building is owned and maintained by the NHS, which has the benefit of removing a number of responsibilities from the PCC, and the disadvantage of having to accept NHS timescales when we would like to see work progressed. A generous legacy allowed the installation of a new sound system in 2018.

Much of the above was made possible with the very active assistance of a number of church members who have saved the church considerable expense.

12. Financial Review of the Year

Total funds received in 2018 were £214,477 of which £200,011 were unrestricted and £10,200 were restricted and £4,266 were St Mark's. The decrease in total funds between 2017 and 2018 (£54,634) was due to a legacy of £60,505 having been included in the total funds for 2017. Gift aid accounted for £29,613.

Total expenditure amounted to £165,233 including £72,561 for the Diocesan Parish Share. Grants to mission partnerships were £18,417. At the end of 2018, St Peters unrestricted funds were in surplus by £40,295. This surplus is in line with the budgets agreed by the PCC for 2018 to 2020 and some expenditure that will be delayed until 2019.

13. Reserves Policy

The PCC policy is to hold in reserve the equivalent of a step reduction in income of 20% for 6 months and to cover any contractual obligations whilst action is taken to reduce outgoings and appeals are made for increasing voluntary income. It is also our policy to hold an amount to meet urgent and unexpected building works and to fund essential building improvements. The current level of reserves is higher than required by the Reserves Policy; going forward the PCC will consider how these funds can be best used for the local mission and outreach in the Parish.

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF
ST PETER'S WITH ST MARK'S CHURCH**

I report on the accounts of the PCC for the year ended 31 December 2018 which are set out on the following pages.

Respective responsibilities of the PCC and examiner

As members of the PCC you are responsible for the preparation of the accounts; you 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 Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

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 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

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 section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

Meyrick Field FCA
Wilkins Kennedy
7-8 Eghams Court
Boston Drive
Bourne End
Buckinghamshire
SL8 5YS

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Date

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2018

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total Funds 2018 £	Total Funds 2017 £
INCOMING RESOURCES							
Voluntary income	2(a)	162,654	3,719	10,000	-	176,373	232,553
Activities for generating funds	2(b)	1,642	-	-	-	1,642	1,309
Income from investments	2(c)	2,083	-	-	-	2,083	2,036
Church activities	2(d)	33,632	547	200	-	34,379	33,213
TOTAL INCOMING RESOURCES		200,011	4,266	10,200	-	214,477	269,111
RESOURCES USED							
Church activities	3(a)	141,702	4,110	164	-	145,976	137,850
Grants payable	3(b)	17,174	1,243	-	-	18,417	25,045
Governance costs	3(c)	840	-	-	-	840	840
TOTAL RESOURCES EXPENDED		159,716	5,353	164		165,233	163,735
NET INCOMING RESOURCES/ (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS & LOSSES		40,295	(1,087)	10,036	-	49,244	105,376
GAINS AND LOSSES ON INVESTMENTS							
Realised	4(b)	-	-	-	-	-	-
Unrealised	4(b)	-	-	(1,255)	-	(1,255)	3,772
		40,295	(1,087)	8,781		47,989	109,148
TRANSFERS BETWEEN FUNDS		-	-	-	-	-	-
NET MOVEMENTS IN FUNDS		40,295	(1,087)	8,781	-	47,989	109,148
Balances brought forward at 1 January 2018		72,651	67,855	60,052	-	200,558	91,410
Funds adjustment		-	-	-	-	-	-
Balances carried forward at 31 December 2018		112,946	66,768	68,833	-	248,547	200,558

The notes on pages 14 to 24 form part of these financial statements

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

BALANCE SHEET

AS AT 31 DECEMBER 2018

	<u>Notes</u>	<u>£</u>	<u>2018</u>	<u>£</u>	<u>£</u>	<u>2017</u>	<u>£</u>
FIXED ASSETS							
Tangible	4(a)	11,281				-	
Investment	4(b)	57,816				59,071	
				-----		-----	
				69,097		59,071	
 CURRENT ASSETS							
Debtors	5	14,787			9,436		
Cash at bank and in hand		185,459			153,387		
				-----		-----	
				200,246		162,823	
				-----		-----	
 CURRENT LIABILITIES							
Creditors falling due within one year							
Sundry creditors and accruals	6	20,796			21,336		
				-----		-----	
 NET CURRENT ASSETS							
				179,450		141,487	
 TOTAL NET ASSETS							
				-----		-----	
				248,547		200,558	
				-----		-----	
 PARISH FUNDS							
Unrestricted	7 (a)		112,946			72,651	
Designated	7 (b)		66,768			67,855	
Restricted	7 (c)		68,833			60,052	
Endowment	7 (d)		-			-	
				-----		-----	
				248,547		200,558	
				-----		-----	

Approved by the Parochial Church Council and signed on its behalf by:

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..... (Dated)

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Statement of Recommended Practice "Accounting and Reporting by Charities FRS102" 2015, and applicable Accounting Standards.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The accounts 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 their main affiliation to another body nor those that are informal gatherings of Church members.

FUNDS

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds represent donations and grants and the income thereon received for a specific objective or invited by the PCC or any DCC for a specific objective. The funds may only be expended on the specific objective for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

Endowment funds are funds the capital of which must be maintained. Only income arising from the investment of the endowment may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.

INCOMING RESOURCES

Voluntary income and capital sources

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under covenant is recognised only when received.
- Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.
- Funds raised by fetes and similar events are accounted for gross.
- Sales of books and magazines from the Church bookstalls are accounted for gross.

Income from investments

- Dividends and interest are accounted for when receivable.
- Tax recoverable on such income is recognised in the same accounting year.

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

... continued ...

1. ACCOUNTING POLICIES (continued)

RESOURCES USED

Gains and losses on investments

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Diocesan quota is accounted for when payable. Any quota unpaid at 31 December which the PCC intends to pay is accrued in the accounts as an operational (though not a legal) liability and shown as a creditor in the Balance Sheet.

FIXED ASSETS

Consecrated land and buildings and movable Church furnishings

Consecrated and beneficed property is excluded from the accounts by s.10 (2)(a) of the Charities Act 2011.

No value is placed on movable Church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Office fixtures, fittings and other equipment

Office fixtures, fittings and equipment in use with a cost of £1,000 or more are stated at cost or valuation less depreciation. Depreciation is provided on a straight-line basis at rates calculated to write off the cost of each asset less any estimated residual value over its estimated useful life as follows:

- Office equipment including computers – 3 years
- Fixtures and fittings – 10 years
- Audio visual equipment – 5 years
- Musical instruments – 3 years

Office fixtures, fittings and equipment costing less than £1,000 are written off as expenditure in the Statement of Financial Activities upon purchase.

Investments

Investments are valued at market value at 31 December.

CURRENT ASSETS

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

2. INCOMING RESOURCES

	Unrestricted <u>funds</u>	Designated <u>funds</u>	Restricted <u>funds</u>	Total Funds <u>2018</u>
	£	£	£	£
(a) <i>Voluntary income:</i>				
Gifts and donations	133,474	2,986	-	136,460
Gift aid tax recoverable	28,880	733	-	29,613
Grants	100	-	-	100
Legacies	200	-	10,000	10,200
	<hr/>	<hr/>	<hr/>	<hr/>
	162,654	3,719	10,000	176,373
	<hr/>	<hr/>	<hr/>	<hr/>
(b) <i>Activities for generating funds:</i>				
Fetes, concerts, fund raising events	1,642	-	-	1,642
	<hr/>	<hr/>	<hr/>	<hr/>
(c) <i>Income from investments</i>				
Bank deposit interest	2,083	-	-	2,083
	<hr/>	<hr/>	<hr/>	<hr/>
(d) <i>Income from Church activities:</i>				
Parochial fees	6,555	-	-	6,555
Other	27,077	547	200	27,824
	<hr/>	<hr/>	<hr/>	<hr/>
	33,632	547	200	34,379
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL INCOMING RESOURCES	200,011	4,266	10,200	214,477
	<hr/>	<hr/>	<hr/>	<hr/>

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

... continued ...

2. INCOMING RESOURCES - COMPARATIVES FOR THE YEAR 31 DECEMBER 2017

	<u>Unrestricted funds</u>	<u>Designated funds</u>	<u>Restricted funds</u>	<u>Total funds 2017</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
(a) <i>Voluntary income:</i>				
Gifts and donations	121,601	3,975	15,866	141,442
Gift aid tax recoverable	25,821	936	3,424	30,181
Grants	425	-	-	425
Legacies	-	60,505	-	60,505
	<u>147,847</u>	<u>65,416</u>	<u>19,290</u>	<u>232,553</u>
(b) <i>Activities for generating funds:</i>				
Fetes, concerts, fund raising events	30	-	1,279	1,309
	<u>30</u>	<u>-</u>	<u>1,279</u>	<u>1,309</u>
(c) <i>Income from investments</i>				
Bank deposit interest	2,036	-	-	2,036
	<u>2,036</u>	<u>-</u>	<u>-</u>	<u>2,036</u>
(d) <i>Income from Church activities:</i>				
Parochial fees	5,355	-	-	5,355
Other	26,867	-	991	27,858
	<u>32,222</u>	<u>-</u>	<u>991</u>	<u>33,213</u>
TOTAL INCOMING RESOURCES	<u>182,135</u>	<u>65,416</u>	<u>21,560</u>	<u>269,111</u>

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

... continued ...

3. RESOURCES USED

	<u>Unrestricted funds</u>	<u>Designated funds</u>	<u>Restricted funds</u>	<u>Total funds 2018</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
(a) <i>Church Activities</i>				
Ministry				
Diocesan quota	72,561	-	-	72,561
Salaries, NI and pensions	22,784	1,300	-	24,084
Parochial fees	3,689	-	-	3,689
Church running expenses				
Rent and rates	1,323	-	-	1,323
Heating and lighting	4,847	-	-	4,847
Repairs and maintenance	6,398	2,176	-	8,574
Insurances	4,161	491	-	4,652
Telephone, IT and web	4,109	-	-	4,109
Printing and stationery etc	2,337	82	-	2,419
Travel	2,122	-	-	2,122
Other	17,371	61	164	17,596
	<hr/>	<hr/>	<hr/>	<hr/>
	141,702	4,110	164	145,976
	<hr/>	<hr/>	<hr/>	<hr/>
(b) <i>Grants payable</i>	17,174	1,243	-	18,417
	<hr/>	<hr/>	<hr/>	<hr/>
(c) <i>Governance</i>				
Examiners fee	840	-	-	840
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL RESOURCES USED	159,716	5,353	164	165,233
	<hr/>	<hr/>	<hr/>	<hr/>

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

... continued ...

3. RESOURCES USED - COMPARATIVES FOR THE YEAR 31 DECEMBER 2017

	<u>Unrestricted</u> <u>funds</u>	<u>Designated</u> <u>funds</u>	<u>Restricted</u> <u>funds</u>	<u>Total funds</u> <u>2017</u>
	£	£	£	£
(a) <i>Church Activities</i>				
Ministry				
Diocesan quota	70,791	-	-	70,791
Salaries, NI and pensions	21,013	1,400	-	22,413
Parochial fees	3,526	-	-	3,526
Church running expenses				
Rent and rates	1,484	-	-	1,484
Heating and lighting	3,012	-	-	3,012
Repairs and maintenance	5,175	1,256	-	6,431
Insurances	4,512	479	-	4,991
Telephone, IT and web	3,590	-	-	3,590
Printing and stationery etc	2,589	95	-	2,684
Other	14,815	253	3,860	18,928
	<hr/>	<hr/>	<hr/>	<hr/>
	130,507	3,483	3,860	137,850
	<hr/>	<hr/>	<hr/>	<hr/>
(b) <i>Grants payable</i>	14,742	1,106	9,197	25,045
	<hr/>	<hr/>	<hr/>	<hr/>
(c) <i>Governance</i>				
Examiners fee	840	-	-	840
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL RESOURCES USED	146,089	4,589	13,057	163,735
	<hr/>	<hr/>	<hr/>	<hr/>

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

... continued ...

4. FIXED ASSETS

		<u>Fixtures, fittings and equipment</u>	
		<u>Unrestricted fund</u>	
		£	
(a) Tangible			
Cost	at 1 January 2018		-
	Additions		12,379
			<hr/>
Cost	at 31 December 2018		12,379
			<hr/>
Depreciation	at 1 January 2018		-
	Charge for the year		1,098
			<hr/>
			1,098
			<hr/>
	Net book value At 31 December 2018		11,281
			<hr/>
	At 31 December 2017		-
			<hr/>
(b) Investments		<u>2018</u>	<u>2017</u>
		£	£
Unrestricted funds			
C.B.F. Investment fund – Camley Gardens			
Market value at 1 January 2017		30,704	29,280
Revaluations for year		(830)	1,424
Unrealised			
		<hr/>	<hr/>
Market value at 31 December 2017		29,874	30,704
		<hr/>	<hr/>
Endowment fund			
C.B.F. Investment fund – 8a Furze Road			
Market value at 1 January 2017		28,367	26,019
Revaluations for year			
Unrealised		(425)	2,348
		<hr/>	<hr/>
Market value at 31 December 2017		27,942	28,367
		<hr/>	<hr/>
Total		<u>57,816</u>	<u>59,071</u>

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

... continued ...

5. DEBTORS

	<u>2018</u>	<u>2017</u>
	£	£
Unrestricted funds		
Tax recoverable	9,873	4,964
Prepayments	4,287	3,505
Room Hire	263	967
ReCharge	87	-
	<u>14,511</u>	<u>9,436</u>
Designated funds – St Mark's Funds		
Tax recoverable	276	-
	<u>14,787</u>	<u>9,436</u>

6. CREDITORS: Amounts falling due within one year

	<u>2018</u>	<u>2017</u>
	£	£
Unrestricted funds		
Governance costs	840	840
Social security and pension	239	286
Room hire	111	228
TVH Funeral Collection	438	-
Tithe	16,795	-
Others	1,643	2,874
	<u>20,066</u>	<u>4,228</u>
Designated funds - St Mark's Funds		
Donation to Mission	438	708
Other	292	-
	<u>730</u>	<u>708</u>
Restricted funds		
Mission Giving	-	15,002
Open Church Partnership	-	1398
	<u>-</u>	<u>16,400</u>
	<u>20,796</u>	<u>21,336</u>

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

... continued ...

7. FUND DETAILS

	<u>2018</u>	<u>2017</u>
	£	£
(a) The unrestricted funds comprise:-		
General fund – St Peters	112,946	72,651
	<hr/>	<hr/>
(b) The designated funds comprise:-		
St Mark's funds	66,768	67,855
	<hr/>	<hr/>

(c) The restricted funds comprise:-

	<u>Funds at</u> <u>Start of 2018</u>	<u>Incoming</u> <u>Resources</u>	<u>Gain on</u> <u>investment</u>	<u>Resources</u> <u>used</u>	<u>Gains/</u> <u>losses</u>	<u>Funds</u> <u>end of 2018</u>
Camley Gardens	30,704	-	(830)	-	(830)	29,874
8a Furze Road	28,367	-	(425)	-	(425)	27,942
Mission in Maidenhead	-	10,000	-	-	10,000	10,000
St Mark's – organ repairs	106	-	-	-	-	106
Lunch club	875	200	-	(164)	36	911
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	60,052	10,200	(1,255)	(164)	8,781	68,833
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

... continued ...

8. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted funds £	Designated funds £	Restricted fund £	Total £
Tangible fixed assets	1,467	9,814	-	11,281
Investment fixed assets	-	-	57,816	57,816
Current assets	131,545	57,684	11,017	200,246
Current liabilities	(20,066)	(730)	-	(20,796)
Long term liabilities	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	112,946	66,768	68,833	248,547
	<hr/>	<hr/>	<hr/>	<hr/>

9. STAFF COSTS

During the year, the PCC employed a centre Manager, A Finance Manager and a vicar's administrator, none of whom earned £60,000 p.a. or more. All staff were part time.

St Mark's paid honoraria to organists and visiting clergy.

The average full time equivalent number of employees was 2 (2017:2). The employment costs were:

Salaries, Employers National Insurance and Pension

St Mark's honoraria

10. TRUSTEES' REMUNERATION AND BENEFITS

There was no trustees' remuneration or other benefits for the year to 31 December 2018, nor for the year 31 December 2017.

There were no trustees' expenses paid for the year to 31 December 2018 or for the year 31 December 2017.