

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

Report and Financial Statements 31 December 2020

Registered with the Charity Commission 1128896

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

Registered Charity no. 1128896

Financial Report and Statements for the year ended 2020

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2020 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. This hall is let to a wide variety of community groups.

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 became trustees of the charity.

3. Membership of the PCC

The Membership of the PCC as of 31st December 2020 is shown below:

Ex Officio:

David Short	(Vicar)
Joanna Ellington	(Assistant Minister)
Carol Cooper	(Curate)
Franzi Cheeseman	(Churchwarden)
Ian Knight	(Churchwarden)

Elected to PCC:

Lucy Bellinger	(elected 2018-2021)
Ian Cheeseman	(elected 2018-2021)
Tony May	(elected 2018-2021, PCC Secretary)
Tim Stone	(elected 2018-2021)
Tony Bronnimann	(elected 2019-2022)
Julie Hopkins	(elected 2019-2022)
David Robinson	(elected 2019-2022)
Jess Smith	(elected 2019-2022)
Alan Berry	(elected 2020-2023, PCC Treasurer)
Abi Griffiths Price	(elected 2020-2023)
Anna Holloway	(elected 2020-2023)
Richard Thorogood	(elected 2020-2023)

In Attendance:

Howard Goldsmith	(PCC Vice Chair)
Ruth Flynn	(PCC Minute Secretary)

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 2020 seven members of the PCC were also members of the Deanery Synod. David Short, Joanna Ellington, Carol Cooper, Alan Berry, Abi Griffiths Price, Anna Holloway and Richard Thorogood. In 2020, there were 2 meetings. In addition to acting as a conduit for General Synod, the Deanery Synod covered presentations on subjects such as the Church of England initiative Everyday Faith, and a vision for Berkshire churches post-Covid.

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 2020 the Mission Partners were: *Overseas*; Street Kids Direct Guatemala, 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 the 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 the income required to meet the 3 year budget, which in turn is based on ministry and mission. The Group then prepares an action plan for raising the necessary income.

Off-Site Event Approval Group (OSAG) – The group consists of a churchwarden, the safeguarding officer, and the Children's Minister. It reviews and approves off-site events involving children and vulnerable adults, ensuring that safety and safeguarding risks are addressed in line with the church's safeguarding, health and safety and insurance policies. This group reports back to the PCC at each PCC meeting regarding any events that have been approved.

St Mark's Committee – The committee consists of the Vicar, the treasurer, anyone appointed by the Vicar with special responsibility for pastoral oversight at St Mark's, PCC members who are qualified electors, 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 full-time basis:

Children's Minister (Emma Olorenshaw), reporting to the Vicar, to connect more children and families to faith in Jesus through missional outreach; to deepen and develop the spiritual life of the children; and to equip and encourage families to raise their children as life-long followers of Jesus.

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, to maintain the Church books and to look after day-to-day financial matters.

Administrator (Kira Holland), reporting to the Vicar to provide administrative support to the Vicar.

Discipleship Year Student up to Summer 2020 (Laura Marlow). In keeping with our vision to invest in the younger generation we continue to offer Discipleship Year opportunities. Laura has experienced a variety of areas of church life, including Children's and Youth Ministry. Each Tuesday DY students from across the South East gather in Ealing to receive teaching and training to grow as disciples. Laura has also been on a short-term mission trip to Kenya as part of the Discipleship Year. Laura completed this training program in the Summer and although she was not replaced, we anticipate there will be further discipleship year students in the future when suitable candidates are available.

Contract cleaning services are supervised by the Church Centre Manager (Sandy Young) and the St Marks Committee.

Safeguarding: 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 who stepped down as Safeguarding Officer in the Spring and who has been replaced by PCC member Lucy Bellinger.

A huge thank you to all our volunteers. The church 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.

7. PCC Review of the Year 2020

The PCC met 7 times in 2019. Over the year the PCC discussed many topics, significant among them:

January 2020 - The annual report and accounts for 2019 were discussed and submitted for Independent Examination. The 'reserves' policy was reviewed and agreed. Grants to mission partners for the 2019 mission tithe, based upon recommendations from the Mission Action Group, were approved. To help cope with an increasing workload, additional hours for the Finance Manager were agreed. The proposed youth weekend away was agreed.

March 2020 - This was the first meeting during Covid19 lockdown and was moved online via Skype and telephone with just a few hours' notice. A new Safeguarding Officer, Lucy Bellinger, was appointed and the previous Safeguarding Officer, Lesley Haldane, was thanked for taking us forward such a long way in good practice over several years. A revised Safeguarding Policy was discussed and approved. Coronavirus continuity plans for our churches during lockdown in the light of Government and Diocese advice were discussed. An initial discussion of the possibility of applying for diocesan development funding took place. The audited accounts were approved for submission to the APCM, while revised authorisation, purchasing and legacy policies were approved. Pay rises for church staff, in line with CPI were approved.

April 2020 Extraordinary Meeting - Held via Zoom, this meeting discussed in more detail and then agreed to the development of the possible application to the diocese for funding.

May 2020 - Held via Zoom, this meeting discussed many aspects of the Covid19 lockdown on our churches, including risk management, safeguarding, the online worship services being delivered, and services available to our younger generation. Progress on the diocesan application process was also discussed.

July 2020 - Held via Zoom, this meeting reviewed church activities during Covid19 lockdown. The meeting also agreed to waive any increases in fees for our services and room hire for the coming year and approved a delay in the restarting of in-person church services until after 5th September.

September 2020 - Held via Zoom, the possibility of live streaming Sunday services from St Peter's was discussed. Further discussions regarding the development application took place. Wendy Frampton and Fran Sharp were thanked for their work on the PCC, as they would be standing down at the delayed APCM.

November 2020 - Held via Zoom, this meeting elected the officers for this PCC and approved the updated Health and Safety Policy and improvement plans, the draft budget for 2021, the Parish Share that we pay to the diocese and revised Parish Fees for weddings, funerals etc. The development application was reviewed.

8. Services and Worship

The number of names on the electoral roll as of October 2020 was 175 (2019: 172), 55% of whom live within the Parish, 45% outside the Parish. Adrian Young continues as electoral roll officer.

2020 was a year severely affected by the Covid19 pandemic, which restricted in law, at various times after March, our ability to host in-person services in our two churches.

Up until Mid-March 2020:

St Mark's Church services offered traditional Anglican services, with Holy Communion services based on Common Worship, while the Morning Prayer services were 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.

At St Mark's there was a weekly 8am Holy Communion Service, with sung worship. In addition, there was a 10.15am service twice a month: Morning Prayer on the 2nd Sunday, and Holy Communion on the 4th Sunday.

At St Peter's the 10am service had a crèche and children's groups after the first fifteen minutes together. Worship was led by a team who lead our sung worship in a contemporary style, with song words, liturgy and readings projected, and large print booklets available for those who needed them. Refreshments were served after this service, which was described as full of welcome, love and joy, with space for all ages from families with young children to seniors.

After Mid-March 2020:

Until September we were unable to provide in-person services.

From March we have produced a weekly online service for worshippers from both our churches at 10am on Sunday morning, or for catching up with later. We have also produced a range of online services for children and their parents/carers. These have been a mixture of Zoom services and online videos, each including a range of interactive activities.

From September 2020:

We were once again able to offer in-person services, subject to strict compliance with Covid19 safety guidelines and social distancing requirements.

At St Mark's there were for the whole parish, restricted capacity, ticketed, monthly communion services with communion of one kind and no singing.

At St Peter's some in-person, activity based, ticketed services for children and their parents/carers were initially held, although these later moved to be held interactively online using Zoom.

Limited in-person services at both churches were able to take place over the Christmas period, backed up by a range of special online carol and other services.

9. Achievements and Performance

With 2020 having been greatly affected by Covid19 related lockdowns and other restrictions, affecting both the number of in-person services we could hold and attendance at them after March 2020, figures for 2020 cannot really be compared with 2019. The introduction of regular on-line services from 22 March 2020 has provided a new form of worship and connection with our parishioners and church friends scattered far and wide. It is understood that these are seen by more people than had attended our services before Covid19.

Please note that online service counts are views, not the number of individuals who have watched them. We know that many individual views are watched by a number of adults and children.

Church Service Attendance 2020

October (thought to be a typical(!) month statistically). Attendance limited in-person services were allowed, subject to Covid19 safety guidelines.

St Peter's in-person:	Adult (1 service)	23 adults	0 children
	Children's Church (2 services)	15 adults	11 children
		15 adults	16 children

St Mark's in-person:	Adult (1 service)	29 adults	0 children
Online services:	(4 services)	156 views (average)	
Easter Day (No in-person services allowed): Online Service		265 views	
Christmas Services			
St Peter's In-person services (1)		32 adults	0 children
St Mark's In-person services (2)		30 adults	0 children
Online Services (3)		535 views	

10. Review of Activities and Events

All our activities and events have been affected by the pandemic this year. Here is a short summary of what groups have been up to. Our huge thanks go to everyone involved in leading these activities and events. In this season they have continued to show creativity, perseverance, compassion and generosity.

Connect Groups usually meet once a fortnight in people's homes during the day or evening. During the pandemic groups have been meeting weekly on Zoom and also after the Sunday morning online service. In order to facilitate pastoral care during Covid restrictions, church members who were not previously part of a group have been linked with an existing group. Our great thanks go to the Connect Groups and their leaders who have given so much to care for one another through this season.

Children's Ministry. During lockdown we experimented with a number of different provisions for children & families. Initially we provided activity ideas for parents and children which were well received. We had a weekly family connect group on zoom with an average of 5 families joining each week. Throughout the summer we filmed family videos available on Sunday mornings and these have an average view count on YouTube of 28. In the autumn term we started an in-person children's church for 0-11s and their families with 6-7 families attending each week. From November these were moved online, and participation increased with between 5 and 12 families attending each week.

St Peter's Toddlers was running weekly until March 2020. Due to social distancing measures and guidelines in place this group has been unable to run since then. We made a number of attempts to organise activities including walks in groups of 6 but despite some interest no-one booked to join. This has been a very difficult group to engage with during lockdown due to the nature of the group as well as the limited contact details we have of the individuals who attend.

Schools Ministry continued across the parish. Our usual Easter Cracked presentations were cancelled by the schools as a result of the national lockdown in place. However, Christmas Unwrapped was delivered to year 4 pupils in person at Courthouse Junior School and via pre-recorded videos to Furze Platt Juniors. We ran an interactive session on the Christmas story via zoom for the whole of Furze Platt Infant School which went down well, and we look forward to doing more like this in the coming term. The Carol Service by Furze Platt Junior School that we would usually be involved in was cancelled due to COVID. However, instead a Christmas message was pre-recorded and used as part of their Christmas Celebration Assembly. As a result of connections, we look forward to delivering regular Assemblies to Furze Platt Juniors and Cookham Dean Primary School from January 2020.

Prayer Meetings. Our monthly evening prayer meeting called 'Encounter' initially met in person, and then moved online. The evenings typically bring together around 20 people to pray for mission and ministry, the wider world and our mission partners. Hosting the evenings on Zoom has also meant we have been able to connect directly with our international mission partners.

Prayer Weeks. Three prayer weeks have been held during the year. The January prayer week was held at St Peters while the April and July weeks were held online with a virtual prayer room and support on Facebook and the website. All were well supported

Alpha continued this year as a course for enquirers. This year we ran three separate Alpha courses, the first one starting in-person and finishing online, the other two being solely online. Despite not being able to physically meet these evenings have been a huge success, with people coming to faith and joining the church family. By being online we have been able to welcome people from further afield, and afterwards we have connected them to local churches for them to continue their journey with Jesus. We love to see people coming to faith and God at work in people's lives.

The Community Café, Over-60s Lunch Club and Knit & Natter have not been in operation since lockdown. The leaders have been keeping up with the lunch club attendees by phone

Youth Ministry. Due to Covid restrictions meetings were largely held on Zoom with some indoor and outdoor activities when it was permitted to do so. **Girls Group** came to a natural conclusion in September, as most of the girls were over 18 and had either gone to university or were getting jobs.

Youth Ministry - Wednesday Night Live took place fortnightly during term time. The group has approximately 12 on the Zoom meetings and a few more when meeting in person. During the autumn term the sessions took place outdoors and later inside Church when allowed. This was thoroughly appreciated by the young people. The group has changed to Tuesday evenings, and will continue on Zoom until they are able to meet again in person.

Young Adults Group started in March during the lockdown and met online as a way to stay connected with each other. The group initially met on Zoom but when they were allowed to meet in a group of 6 they met in a garden to do bible studies and to pray for each other. The group usually had 6 in attendance, and up to 8 people in the online group.

St Mark's Hospital and Care Home – As Vicar, David also holds the office of Chaplain to St Mark's Hospital. Prior to the March lockdown, ministry and mission continued across this site resourced by a dedicated team of volunteers. This included midweek services held fortnightly at the Care Home, which alternated between Morning Worship and Holy Communion. Patients from the hospital and residents of the care home were also invited and supported to attend Sunday services at St Mark's. Since March, restrictions have meant that access to the hospital and care home is more difficult, though at times David has been able to visit the care home by invitation to provide pastoral and spiritual support to the residents.

Quiz Night is an annual event held in January. Church family often bring friends or neighbours to this popular evening. Stephen and Hazel Cronbach are thanked for their efforts in making it happen. No other social events were held this year due to the pandemic.

Love Christmas. In the run up to Christmas we were encouraged by the generosity of the church family in donations received towards our Christmas appeal, Love Christmas. As a result, we were able to distribute over 500 parcels of love (small hampers of food and flowers) to people across the town who were facing a difficult Christmas. These were warmly welcomed by those who received them, and they made a positive impact for Christ across the town. Thank you to the team involved in organising this project.

Food Bank. St Peter's continued as both a collection and distribution point for Maidenhead Foodshare, until the national lockdown in March. During the first national lockdown, Maidenhead Foodshare moved to home deliveries and then, from May 2020, to collections from their main depot in Maidenhead town centre. Weekly distribution of food bags from St Peter's resumed in December.

Church Centre Utilisation. The Church Centre continues to provide excellent facilities for community-based organisations and activities. Usage has been limited by COVID-19 restrictions, but when permitted has hosted a toddler group, community café, senior citizen's lunch club and youth activities. When available, the Centre has been used for a before school breakfast club, art classes, language classes, musical theatre-based sound and movement sessions for babies and toddlers, and pilates classes. The Centre has also been used for counselling sessions and training events. Additionally, community groups continue to use the venue for meetings and presentations and a number of organisations, including national charities, have operated from and held events at the Centre. It remains a popular venue for social events and children's parties.

11. Report on the Fabric, Goods and Ornaments

St Peter's Church and Church Centre.

Significant Repairs – As identified in the Quinquennial report

The Building Action group continued to develop plans working with the Diocese and specialist contractors to effect repairs to the penultimate window of the church's north aisle which is unstable having been impacted by historical settlement of the church's north wall. This work has now received full Diocese Faculty approval and following excellent work by Howard Goldsmith we have successfully secured a National Churches Trust grant that will cover around half the cost of repairs, we expect this repair to proceed in 2021.

Other repairs

Following a tile from the North roof of the church's nave falling into a neighbour's garden metal "snow guards" have been fitted to the church roof - these will help to prevent tiles that become dislodged by high winds and wear and tear from falling to the ground. The church roof is nearing the end of its serviceable life and we expect maintenance needs to increase in the coming years. As these costs become more significant, replacement of the roof will be necessary. We are not sure when this will be, but the situation will be kept under review and the next Quinquennial inspection will provide a natural time to review the status of the roof.

Covid Response

Many thanks to Sandy Young who has led the adaptation of the church and church centre to make them COVID secure, and also to Mike Weatherley and Alan Berry who have installed facilities including two remotely actuated cameras that will allow us to move to hybrid streamed AND in-person services in St Peters during 2021. A number of kind donations have allowed these facilities to be installed without impacting church finances.

Maintenance and Small Improvements

A major burst in the hot water circulation pipework that heats the church was expertly repaired by Duncan Hopkins assisted by Tony May and Sandy Young, thanks to them.

The Wardens would also like to thank Alan Berry for his continued help with maintenance and repairs; Brian Belcher for his routine checks; and Howard Goldsmith for his work chairing the Building Action Group, the team that oversees work to the church fabric.

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.

St Mark's was incorporated into the scope of the PCC's Health and Safety Policy in Sept 2019. In preparation for this Wendy Frampton and Ian Knight undertook a gap assessment to examine where St Mark's stands in terms of health and safety management. As a result of this we have been in contact with the Hospital authorities to explore and clarify a number of issues associated with safety and building maintenance. Covid has prevented progress being made in this area and the Wardens and Vicar expect to return to this topic as soon as the pressures on the NHS from the pandemic allow.

Financial Review of the Year

Total funds received in 2020 were £183,008 of which £171,324 were unrestricted, £9,730 were restricted and £1,954 were St Mark's. The decrease in total funds received between 2019 and 2020 was £8,194. This decrease was caused by a reduction in income from church activities which were curtailed due to the church and church centre closures to comply with Covid-19 rules.

Total expenditure in 2020 was £189,927; an increase of £1,924. Expenditure on cleaning, energy, travel and church activities would have been higher had buildings been able to remain open.

The net movement in unrestricted funds was a decrease of £6,615 during the year: the total fund balances decreased by £3,179.

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; future projects to develop the mission and ministry of the Church will rely on funding from our reserves over the next 3 to 5 years and bring the reserves in line with our policy.

Going Concern

The Trustees have considered the financial position at the year end and consider that the financial statements should be prepared on a going concern basis.

**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 2020 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.



Charweevan Williams FCCA
Verdant Accountants
167 Clarence Avenue
New Malden
KT3 3TX

..... 2 March 2021 (Date)

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH
STATEMENT OF FINANCIAL ACTIVITIES
FOR YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Funds £	Designated St Mark's Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOMING RESOURCES						
Voluntary Income	2(a)	149,578	1,184	6,625	157,387	155,674
Activities for generating funds	2(b)	2,403	-	-	2,403	2,290
Income from Investments	2(c)	2,142	464	-	2,606	2,253
Church Activities	2(d)	17,201	306	3,105	20,612	30,985
TOTAL INCOMING RESOURCES		171,324	1,954	9,730	183,008	191,202
RESOURCES USED						
Church Activities	3(a)	162,710	3,141	8,542	174,393	169,783
Grants payable	3(b)	14,679	305	-	14,984	17,356
Governance costs	3(c)	550	-	-	550	864
TOTAL RESOURCES EXPENDED		177,939	3,446	8,542	189,927	188,003
NET INCOMING RESOURCES/ (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS & LOSSES		(6,615)	(1,492)	1,188	(6,919)	3,199
GAINS AND LOSSES ON INVESTMENTS						
Unrealised	4(b)	-	-	3,740	3,740	9,216
NET INCOMING RESOURCES/(EXPENDITURE)		(6,615)	(1,492)	4,928	(3,179)	12,415
NET MOVEMENT IN FUNDS		(6,615)	(1,492)	4,928	(3,179)	12,415
Balances brought forward at 1st January 2020		117,942	65,305	77,715	260,962	248,547
Balances carried forward at 31st December 2020		111,327	63,813	82,643	257,783	260,962

The Notes on pages 15 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 2020

	Notes	2020		2019	
		£	£	£	£
FIXED ASSETS					
Tangible	4(a)	6,889		9,085	
Investment	4(b)	70,772		67,032	
			<u>77,661</u>		<u>76,117</u>
CURRENT ASSETS					
Debtors	5	11,586		10,728	
Cash at bank and in hand		186,251		192,848	
			<u>197,837</u>		<u>203,576</u>
CURRENT LIABILITIES					
Creditors falling due within one year	6	17,715		18,731	
NET CURRENT ASSETS			<u>180,122</u>		<u>184,845</u>
TOTAL NET ASSETS			<u>257,783</u>		<u>260,962</u>
PARISH FUNDS					
Unrestricted	7(a)	111,327		117,942	
Designated	7(b)	63,813		65,305	
Restricted	7(c)	82,643		77,715	
			<u>257,783</u>		<u>260,962</u>

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

..... 

D K Short Vicar

..... 

A J Berry Treasurer

..... 1 Mar 21

(Dated)

The Notes on pages 15 to 24 form part of these financial statements

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

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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 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 2020

... 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 YEAR ENDED 31 DECEMBER 2020

-

2. INCOMING RESOURCES

	Unrestricted funds	Designated St Mark's funds	Restricted funds	Total Funds 2020
	£	£	£	£
(a) <i>Voluntary Income:</i>				
Gifts and donations	118,997	940	2,381	122,318
Tax recoverable - gift aid	27,791	244	894	28,929
Grants	2,290	-	3,350	5,640
Legacies	500	-	-	500
	<u>149,578</u>	<u>1,184</u>	<u>6,625</u>	<u>157,387</u>
(b) <i>Activities for generating Funds:</i>				
Fetes, concerts, fund raising events	2,403	-	-	2,403
(c) <i>Interest and Dividends:</i>				
Bank deposit interest	2,142	464	-	2,606
(d) <i>Income for Church Activities:</i>				
Parochial fees	3,929	-	-	3,929
Room hire	8,554	-	-	8,554
Other	4,718	306	3,105	8,129
	<u>17,201</u>	<u>306</u>	<u>3,105</u>	<u>20,612</u>
TOTAL INCOMING RESOURCES	<u>171,324</u>	<u>1,954</u>	<u>9,730</u>	<u>183,008</u>

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH
NOTES TO THE FINANCIAL STATEMENTS
FOR YEAR ENDED 31 DECEMBER 2020

...continued...

2. INCOMING RESOURCES-COMPARATIVES FOR THE YEAR ENDED 31 DECEMBER 2019

	Unrestricted <u>funds</u> <u>£</u>	Designated St Mark's <u>funds</u> <u>£</u>	Restricted <u>funds</u> <u>£</u>	Total Funds <u>2019</u> <u>£</u>
(a) <i>Voluntary Income:</i>				
Gifts and Donations	123,081	2,100	-	125,181
Tax recoverable - gift aid	28,434	659	-	29,093
Grants	400	-	-	400
Legacies	-	1,000	-	1,000
	<u>151,915</u>	<u>3,759</u>	<u>-</u>	<u>155,674</u>
(b) <i>Activities for generating Funds:</i>				
Fetes, concerts, fund raising events	2,290	-	-	2,290
(c) <i>Interest and Dividends:</i>				
Bank deposit interest	2,173	80	-	2,253
(d) <i>Income for Church Activities:</i>				
Parochial fees	1,358	-	-	1,358
Room Hire	18,805	-	-	18,805
Other	9,161	581	1,080	29,627
	<u>29,324</u>	<u>581</u>	<u>1,080</u>	<u>30,985</u>
TOTAL INCOMING RESOURCES	<u>185,701</u>	<u>4,420</u>	<u>1,080</u>	<u>191,202</u>

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

NOTES TO THE FINANCIAL STATEMENTS

FOR YEAR ENDED 31 DECEMBER 2020

...continued...

3. RESOURCES USED

	Unrestricted	Designated St Marks	Restricted	Total funds
	<u>funds</u>	<u>funds</u>	<u>funds</u>	<u>2020</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
(a) <i>Church Activities</i>				
Diocesan quota	75,983	-	-	75,983
Salaries	51,116	120	-	51,236
Parochial fees	2,836	-	-	2,836
Rent and rates	477	-	-	477
Heat and light	2,836	-	-	2,836
Building and maintenance	6,552	540	-	7,092
Insurances	4,994	498	-	5,492
Telephone and IT	2,743	-	-	2,743
Printing and stationery	1,221	23	-	1,244
Travel	543	-	-	543
Vicarage re-instatement project	108	-	-	108
Depreciation	326	1,870	-	2,196
Other	12,975	89	8,542	21,606
	<hr/>	<hr/>	<hr/>	<hr/>
	162,710	3,141	8,542	174,393
	<hr/>	<hr/>	<hr/>	<hr/>
(b) <i>Grants Payable</i>	14,679	305	-	14,984
	<hr/>	<hr/>	<hr/>	<hr/>
(c) <i>Governance Costs</i>				
Examiners fee	550	-	-	550
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL RESOURCES USED	177,939	3,446	8,542	189,927
	<hr/>	<hr/>	<hr/>	<hr/>

Further information on the use of restricted funds is given in note 7(c).

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

NOTES TO THE FINANCIAL STATEMENTS

FOR YEAR ENDED 31 DECEMBER 2020

...continued...

3. RESOURCES USED-COMPARATIVES FOR THE YEAR ENDED 31 DECEMBER 2019

	Unrestricted <u>funds</u> £	Designated St Marks <u>funds</u> £	Restricted <u>funds</u> £	Total funds <u>2019</u> £
(a) <i>Church Activities</i>				
Diocesan quota	74,130	-	-	74,130
Salaries	25,730	920	-	26,650
Parochial fees	915	-	-	915
Rent and rates	1,371	-	-	1,371
Heat and light	3,427	-	-	3,427
Building and maintenance	18,856	1,111	-	19,967
Insurances	4,556	495	-	5,051
Telephone and IT	2,941	-	-	2,941
Printing and stationery	2,291	134	-	2,425
Travel	2,891	-	-	2,891
Vicarage reinstatement project	8,626	-	-	8,626
Depreciation	326	1,870	-	2,196
Other	17,985	279	929	19,193
	<hr/>	<hr/>	<hr/>	<hr/>
	164,045	4,809	929	169,783
	<hr/>	<hr/>	<hr/>	<hr/>
(b) <i>Grants Payable</i>	15,797	1,074	485	17,356
	<hr/>	<hr/>	<hr/>	<hr/>
(c) <i>Governance Costs</i>				
Examiner's fee	864	-	-	864
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL RESOURCES USED	180,706	5,883	1,414	188,003
	<hr/>	<hr/>	<hr/>	<hr/>

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

STATEMENT OF FINANCIAL ACTIVITIES

FOR YEAR ENDED 31 DECEMBER 2020

...continued...

4. FIXED ASSETS

		<u>Fixtures, Fittings and Equipment</u>		
(a) Tangible		<u>Unrestricted</u>	<u>Designated</u> <u>St Mark's</u>	<u>Total</u>
		<u>£</u>	<u>£</u>	<u>£</u>
Cost	at 1 January 2020	1,630	10,749	12,379
	and 31 December 2020	<u>1,630</u>	<u>10,749</u>	<u>12,379</u>
Depreciation	at 1 January 2020	489	2,805	3,294
	Charge for the year	326	1,870	2,196
	at 31 December 2020	<u>815</u>	<u>4,675</u>	<u>5,490</u>
Net book value	At 31 December 2020	<u>815</u>	<u>6,074</u>	<u>6,889</u>
	At 31 December 2019	<u>1,141</u>	<u>7,944</u>	<u>9,085</u>
(b) Investments		<u>2020</u>	<u>2019</u>	
		<u>£</u>	<u>£</u>	
Restricted funds				
C.B.F Investment fund - Camley Gardens				
	Market value at 1 January 2020	33,863	29,874	
	Revaluations for year - unrealised	1,543	3,989	
	Market value at 31 December 2020	<u>35,406</u>	<u>33,863</u>	
C.B.F Investment fund - 8a Furze Road				
	Market value at 1 January 2020	33,169	27,942	
	Revaluations for year - unrealised	2,197	5,227	
	Market value at 31 December 2020	<u>35,366</u>	<u>33,169</u>	
Total		<u>70,772</u>	<u>67,032</u>	

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

NOTES TO THE FINANCIAL STATEMENTS

FOR YEAR ENDED 31 DECEMBER 2020

... continued...

5. <u>DEBTORS</u>	<u>2020</u>	<u>2019</u>
	£	£
Unrestricted funds		
Tax recoverable - gift aid	4,956	4,768
Prepayments	3,206	4,382
Funeral	421	-
Room Hire	182	1,050
	<u>8,765</u>	<u>10,200</u>
Designated funds - St Mark's funds		
Tax recoverable - gift aid	69	196
Prepayments	333	332
	<u>402</u>	<u>528</u>
Restricted funds		
Tax recoverable - gift aid	319	-
Church Revitalisation Trust (Love Christmas Appeal)	2,100	-
	<u>2,419</u>	<u>-</u>
Total	<u>11,586</u>	<u>10,728</u>
6. <u>CREDITORS Amounts falling due in one year</u>	<u>2020</u>	<u>2019</u>
	£	£
Unrestricted funds		
Governance costs	550	864
Social security and pension	1,244	124
Room hire	423	166
Mission Giving Accrual (Tithe)	14,679	15,152
Other	747	1,901
Total	<u>17,643</u>	<u>18,207</u>
Designated funds - St Mark's Funds		
Mission Giving Accrual	-	452
Other	72	72
Total	<u>72</u>	<u>524</u>
Total	<u>17,715</u>	<u>18,731</u>

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

NOTES TO THE FINANCIAL STATEMENTS

FOR YEAR ENDED 31 DECEMBER 2020

... continued...

7. FUND DETAILS

	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
(a) Unrestricted funds		
General Funds -St Peter's	111,327	117,942
(b) Designated funds		
St Mark's	63,813	65,305

(c) The restricted funds comprise:-

	<u>Funds</u>	<u>Incoming</u>	<u>Gain on</u>	<u>Resources</u>	<u>Funds</u>
	<u>1 Jan 20</u>	<u>Resources</u>	<u>Investment</u>	<u>used</u>	<u>31 Dec 20</u>
Camley Gardens	33,863	-	1,543	-	35,406
8a Furze Road	33,169	-	2,197	-	35,366
Mission in Maidenhead	10,000	-	-	-	10,000
St Mark's - organ repairs	106	-	-	-	106
Lunch Club	577	220	-	-	797
AV Equipment	-	2,956	-	(2,675)	281
Love Christmas	-	6,354	-	(5,867)	487
Pastoral (for youth and children education)	-	200	-		200
	<u>77,715</u>	<u>9,730</u>	<u>3,740</u>	<u>(8,542)</u>	<u>82,643</u>

THE PAROCHIAL CHURCH COUNCIL OF ST PETER'S WITH ST MARK'S CHURCH
NOTES TO THE FINANCIAL STATEMENTS
FOR YEAR ENDED 31 DECEMBER 2020

... continued...

8. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted	St Mark's Designated	Restricted	Total
	£	£	£	£
Tangible fixed assets	815	6,074	-	6,889
Investment fixed assets	-	-	70,772	70,772
Current assets	128,155	57,811	11,871	197,837
Current Liabilities	(17,643)	(72)	-	(17,715)
Long term liabilities	-	-	-	-
	<u>111,327</u>	<u>63,813</u>	<u>82,643</u>	<u>257,783</u>

9. STAFF COSTS

During the year, the PCC employed a Church Centre Manager, a Finance Manager, a Vicar's Administrator and a Childrens' Minister, none of whom earned £60,000 p.a. or more. One member of staff is full time.

St Mark's paid honoraria to organists.

The average full time equivalent number of employees was 2 (2019: 2).

	<u>2020</u>	<u>2019</u>
	£	£
The employment costs were:		
Salaries, national insurance and pension	50,936	25,730
St Marks honoraria	120	920

10. TRUSTEES' REMUNERATION AND BENEFITS

There was no trustees' remuneration or other benefits for the year to 31 December 2020, nor for the year 31 December 2019.

There were no trustees' expenses paid for the year to 31 December 2020, nor for the year 31 December 2019.