

Trustees' Annual Report and Financial Report

of The Parochial Church Council of the Ecclesiastical Parish of

St Mark's Church, Holbrook

St Mark's Lane, Horsham, West Sussex, RH12 5PU

For the year ended 31st December 2018

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Website: <http://www.stmarksholbrook.org.uk>

Incumbent: The Rev'd Dr Richard Coldicott, St Mark's House, North Heath Lane, Horsham, West Sussex RH12 5PJ

Independent examiner: Mr Martin A. C. Carter FCA, Morris Palmer Limited, Barttelot Court, Barttelot Road, Horsham, West Sussex, RH12 1DQ

Bankers: NatWest, 47 Carfax, Horsham, West Sussex, RH12 1FD

Our aims and purposes as a charity

The Parochial Church Council (PCC) has responsibility to work with the incumbent, the Rev'd Dr Richard Coldicott to:

- Promote the gospel of the Lord Jesus Christ according to the doctrines and practices of the Church of England
- Promote in the Parish the whole mission of the Church, pastoral, social, evangelistic and ecumenical
- Know Jesus better and make Him better known
- Recognise and give practical support and care to parishioners irrespective of age, need or their personal circumstances
- Provide financial support to people in need and other organisations with a similar vision.

Planning charitable objectives for the year

The incumbent, curate and the PCC planned activities for the year with a focus on reflecting the love and generosity of God for the community we live amongst and further afield, in partnership with other likeminded organisations. This report demonstrates our determination to be visible and supportive for people living in our area and beyond.

One key objective for 2018 was to formalise a partnership between St Mark's and a number of charitable organisations. These organisations range from a small local hospice through to a well-known international charity. We now have four charity 'champions' within our congregation who are directly and strategically involved in raising funds and promoting the profile of our charity partners within the congregation.

St Mark's continues to develop its buildings to suit the changing needs of the community it serves. Plans for a redevelopment of the first-floor balcony area of the church were finalised in 2018 and received formal approval by the Diocesan Advisory Committee (DAC) in December 2018. Fundraising from the project has included two significant events; a 'Banking the Balcony' quiz held in the local social club that included teams from the community and local businesses and 'Raising the Balcony', an event that saw members of church and community gather together to experience an evening of live music. Fundraising has progressed well and it is anticipated that work will begin on the balcony redevelopment in early 2020.

In 2018 formal planning approval was granted by Horsham District Council for an expansive new housing development to be constructed in North Horsham. The proposed land for development runs across the neighbouring Parish of Colgate and Roffey as well as the Parish of Holbrook. This development provides a significant opportunity for mission in a brand new community. A small team representing the Parishes of Colgate and Roffey and Holbrook will consider how best to meet the needs of those moving into the area as well as liaising with the property developer and community organisations.

In December 2017 the DAC approved the design of a new church sign board and planning permission was subsequently granted by Horsham District Council. A local firm was employed to undertake the design and construction of the sign, and the work was completed in September 2018.

Plans for 2018 included:

Wide range of services and worship - Allowing for as many people as possible to explore and enjoy worshipping with us enabling them to feel 'at home' whatever their age and appreciation of church.

Courses, events and workshops - St Mark's has hosted a variety of courses, events and workshops during 2018 benefitting members of our local community alongside our congregation. Organisations such as West Sussex County Council, Phoenix Stroke Club and Horsham Community Responders have also used our premises and facilities.

Living out our Mission Statement – ‘Knowing Christ and Making Him Known’ - By putting faith into practice. Every January St Mark’s holds an Alpha course at the local social club. The Alpha course is an informal introduction to the Christian faith and each week features a free meal, a talk and discussion. The course is promoted within St Mark’s congregation as well as in our community as Alpha invitation cards are delivered by hand to homes throughout the Parish and a large Alpha banner is erected on the Church lawn, visible to pedestrians and passing traffic.

Pastoral care – We aim to support as many people as possible through outreach in our community, through services and events and one to one conversations.

Helping the poor and needy of the Parish – Assisting where we are able. We continue to be holders of food vouchers for the local food bank. At the November PCC it was agreed to establish a hardship fund to help provide limited financial support to those in need.

Supporting local charities - Giving financial support, food and toiletries where appropriate or donating the use of our facilities free of charge.

Community cohesion – The Holbrook Heart community café has continued to grow. With new faces most weeks, it has become a gathering place for people of all ages and has opened the church building in a new and exciting way to our community. Other community events include our annual Community Fun Day along with two free community breakfasts in different areas of our Parish.

Seasonal activities – A series of relaxed and informal social events that are held throughout the year. These events are good opportunities to introduce family and friends to the life of the church.

Missionary outreach – UK and Worldwide. St Mark’s is committed to supporting local, national and international charities.

Fabric maintenance – Our church, hall and grounds are maintained regularly to bless the community and our immediate environment.

What we achieved and how we affected beneficiaries’ lives

Wide range of services and worship

In 2018 there were 249 people on the Electoral Roll, an increase of 11 with just over half (140) living outside the Parish, but within the town of Horsham.

The average regular weekly attendance counted during October, which includes our midweek Book of Common Prayer Service as well as the Sunday services, was 247 adults and 43 children. Over the course of the year we have seen a steady rise in service attendance, and it has been a great encouragement to welcome new families to St. Mark’s. In 2018 there has also been: 1 wedding; 10 church funerals; 5 burial of ashes; 11 baptisms and 10 candidates confirmed.

Our services through Advent and Christmas were well attended and there were many special events and services that take place during this time. Of particular note was the annual Christmas Carol Concert by a local primary school. The concert was held twice in consecutive days at St Mark’s church and saw large numbers of parents and grandparents from our community attend.

***I just wanted to say a huge thank you to everyone who helped yesterday (and are going to be helping over the course of this week). It ran so smoothly - including the music and the sound. The children sounded amazing. I am really looking forward to both concerts - they are going to be something quite special. Thank you again for everything.
DL (teacher, North Heath Primary School) 12-12-2018***

At Easter we saw record numbers of families attending our Messy Church Good Friday morning service (112 adults, 106 children) and over 300 people joining us for Easter Sunday. This is further confirmation of the need to restructure the balcony to allow more seating for the community as well as the regular congregation at these special events.

We strive to make St Mark's a welcoming place for all ages and as an example in October we held a Light Party with an 'Autumn' theme as an alternative to Halloween celebrations. This event was a huge success with forty-one children attending accompanied by six secondary school helpers and numerous adult helpers.

A very big thank you, to everyone at St Mark's for organising such a fantastic party last night. All the hard work in organising such a fun event is very much appreciated. My girls were thrilled with the craft activities, especially in making the little conker figures. They enjoyed themselves so much. PG Facebook 30-10-2018

Courses, Events & Workshops

This year St Mark's church has hosted a variety of courses, events and workshops and as a result has welcomed people from the local community, as well as from the surrounding area and the wider county.

St Mark's has held several Diocesan seminars covering issues such as governance, stewardship and accounting along with a DAC roadshow in October 2018. The church has also hosted a series of first aid training sessions held by the Horsham Community Responders that has gathered people from all over Sussex.

In the autumn of 2018, St Mark's hosted a healing training course. This was run by a group from 'The Well', a team that specialises in healing ministry and operates from a base in Royal Leamington Spa. Rev'd Anne Hibbert and her team led the two-day course which was well attended by members of our congregation and those of other local churches. The course has benefitted many in our congregation and has brought encouragement to those involved in prayer and pastoral ministry, which in turn will bring benefit to those that they encounter.

This weekend has been quite extraordinary. It is such a privilege and blessing to be at St Mark's, and the last couple of days have topped the lot. JA. November 2018

Living out our Mission Statement - 'Knowing Christ and making Him known'

Our mission statement reflects our desire to know Jesus more closely, and then, through serving our community in love, reveal Christ's compassion to all. Whether through the events we run or through the care we take in ensuring our premises are well maintained and clean for use by a variety of groups, we seek to reveal to all who encounter us, the love of the Lord we know.

There are many ways in which we seek to live out our mission statement. Examples include the events for men and women run throughout the year, which included both men's and ladies' breakfast meetings with relevant talks, and our annual Alpha course in January at the local social club. 2018 saw an unprecedented number attend our Alpha course, including a significant number of young people who, following the conclusion of the course, have formed their own group to continue to explore their understanding of the Christian faith.

Pastoral care

St Mark's has a dedicated pastoral team who are available to support and lend a listening ear to anyone in need. Members of the pastoral team are always available at services and at our community café, and undertake valuable work in response to needs that arise through our Prayers for Streets initiative.

Prayer for Streets sees every residence in our Parish receive a hand-delivered letter, and parishioners are invited to contact us with their prayer requests. The streets and people's names, if they give permission with any prayer requests, are then mentioned in our intercessory prayers during Sunday services, and the streets we are praying for each week are included in the weekly newsletter and on our website. We have recently expanded this venture to include the local businesses in our Parish and we are pleased with the positive response we have received so far. This initiative has led to many fresh pastoral contacts through the year and to people joining the church community.

Helping the poor and needy of the Parish

Welcome and hospitality are core values of St Mark's and of the Christian faith. Providing a generous welcome to all who we encounter reflects the love of God for all of his creation. It is this principle that informs our decision to offer many of our events, such as the Community Fun Day, free of any charge.

For the second consecutive year our church office has been a referral point for people to collect foodbank vouchers. These vouchers allow people in need to have three days' emergency food supplied from Horsham District Foodbank (HDF).

As part of our commitment to supporting those in difficulty in our community, St Mark's PCC took the decision in November 2018 to establish a hardship fund. The intention of the fund is to offer small, one-off financial gifts to those who find themselves in a particular time of need.

Supporting local charities

This year our harvest goods were again given to Safe in Sussex, the Women's Refuge situated in our Parish, to support them in their work, and periodically we have also been able to donate money to their cause – see comment below;

***Thank you so much for the kind and generous Harvest Service donations made to Safe in Sussex. Our Horsham Refuge provides safe accommodation for up to 7 women and their children at any given time. As the families we support are fleeing from domestic violence and abuse, they arrive at Refuge with few, or no belongings or provisions, so your donations enable us to provide everyone with a few basic foodstuffs, toiletries and home comforts on arrival. Your donations also allow us to support women and children with emergency supplies throughout the whole year.'* AB 8-10-2018**

A local Horsham group, The Phoenix Stroke Club, held a concert and a quiz at St Mark's during 2018 as part of their fundraising efforts.

On behalf of the Members, Volunteers and Trustees of the Phoenix Stroke Club we would like to give our grateful appreciation to St. Mark's Church for allowing us the use of the Church for two fundraising events in 2018.....The two events the concert and quiz enabled us to raise over £2,000 towards that target. The Church provided us with a superb space for both events but more importantly the disabled friendly access and facilities made it much easier for our Members to gain access and be directly involved in the events. NH 03-01-2019

Horsham Second Orchestra (H2O) held their annual Christmas concert at St Mark's in December, raising funds to support the work of the Horsham Churches Night Shelter. This year £1,161 was raised, which represents around one eighth of the total cost of running the shelter through the winter. It is a privilege to be able to make our building available – free of charge – for concerts and other events that benefit charities.

Community cohesion

In 2018 St Mark's again held its annual Fun Day which saw the community of Holbrook come together. Invitation cards were hand-delivered to parishioners to join us for a free afternoon from 12 – 4pm. The church grounds were packed with inflatables, face painting and a barbeque whilst the 'dinozone' craft stall was found inside the church building along with refreshments. Eager children participated in various activities and a snapshot of the afternoon is shown overleaf.



Holbrook Heart – St Mark’s community café – continues to be popular with local people and numbers increased in 2018 to the extent where the church had to purchase more tables so we could continue to fit people in to the church building. Many people use the café as the perfect place for refreshments after the school run, as it is ideal for smaller children with toys provided. We are also delighted to welcome a group each week from Skylark House, a local care home. The café enables many who are completely unfamiliar with church to experience our building in a relaxed and informal way.



This year two community breakfasts were held in different parts of the Parish. These are great opportunities for informal conversations with parishioners over bacon sandwiches and hot drinks.

We continue to hire out the church and hall to various local community groups as well as for private functions and aim to keep our hiring costs at a very competitive rate.

.....thanks should go to you and the church for being so welcoming and generous with your time. My choirs absolutely loved singing in the church - some even for the first time and they live in Horsham. ZP 07-07-2018

Seasonal activities

St Mark's held a number of seasonal events during 2018. There is an active social programme for both men and women and events included a darts evening, a film night, a trip to a local curry house and a pamper evening. These are all relaxed and informal events designed to help build friendships and are a really good way for new members to get to know others in the church community.

In September 2018 St Mark's held its annual barn dance and bring and share supper. This is always a popular and enjoyable event to which many invite friends and family and it is a joy to see people of all ages and abilities taking part.

December 2018 saw the annual ladies advent social held in the church. This well attended event appeals to a wide range of people from the church and local community. Conversations flow as Christmas wreaths and table decorations are constructed from fresh greenery and flowers and the mulled wine and mince pies are always well-received.

Missionary outreach

St Mark's has historically supported a number of local, national, and global charities. In 2018 Holbrook PCC formally adopted six charity partners and agreed that each charity partner should receive an annual financial gift in support of their work.

The following is a thank you for our support from Fundukuphila (supporting foster families in South Africa).

It is wonderful that St. Mark's continues to support our home and we are able to carry on with our ministry with abandoned children. These children are now older and the need to educate, clothe and feed !! is a constant and never-ending challenge but our Lord never fails us. CB October 2018

And this one we received from Faith in Action,

'Thank you very much. This is enough to cover our shipping costs for about 8 weeks of production so it's very much appreciated. Please would you relay my thanks to all concerned.'
FF 08-11-2018

Tearfund wrote to us to say:

'Thank you so much for your gift of £300 which will help our Christian partners reach frightened families who have fled the conflict in Syria. Thanks to you, they'll be provided with essential items like food and hygiene kits, as well as help with accommodation and informal education and psychosocial care for preschool Syrian children and their mothers.' KS 23-11-2018

Fabric maintenance

St Mark's continues to work hard to maintain its buildings and facilities and ensure they are fit for purpose and meet the needs of those whom we serve.

The focus for 2018 has been on our plans to redevelop the first-floor balcony. This area was never fully completed when the church was constructed and the seating on the balcony offers only a restricted view of the front of the church. The church often does not have enough seating on the ground floor during peak times such as busy services in Advent and Christmas so improving the visibility from the balcony and adding more seats has become a priority.

We continued to work with our church architect and quantity surveyor through the year and the final drawings and plans were submitted to the DAC in December and have now been approved. An application for faculty will be made in early 2019 and we anticipate that work will start in early 2020.

Structure, governance and management of the charity

St Mark's Church is the Parish Church of the Ecclesiastical Parish of Holbrook situated in north Horsham. The Parish is a registered charity with the Charity Commission and has the registration number 1174914. The members of the PCC are its trustees.

The PCC, which is the local representative body in the government of the Church of England, is a corporation sole and is governed by the Parochial Church Councils (Powers) Measure (1956) (as amended) and the Church Representation Rules.

The Vicar, Assistant Clergy, Churchwardens and members of the Deanery, Diocesan or General Synods are ex officio members. Other members are elected and appointed in accordance with the Church Representation Rules at the Annual Parochial Church Meeting (APCM) Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Policies

St Mark's has now completed and adopted a suite of policies. Adopted policies this year include Press Handling, Mini Mark's Food, Risk Management, Computer and Data Security, Security, Complaints, Conflict of interest, HR and Hire of the Church and Church Hall. Each policy is subject to periodic review to ensure they remain fit for purpose and relevant to our organisation.

Financial Review

Income, Expenditure & Surplus

Total income for 2018 was £228,980 (budget £198,516, which includes pledged giving of £175,913, budget £167,696). Expenditure was £158,006 (budget £156,271), leaving a surplus of £70,974.

The PCC is setting aside funds towards the refurbishment and improvement of the church balcony (anticipated to start in 2020), and resolved to allocate annual surpluses to the designated fabric fund.

Gift income exceeded the PCC's forecast due to steady church growth, and the trustees are so grateful for committed sacrificial giving.

Reserves

The PCC's policy is to hold general unrestricted funds equal to approximately two months' expenditure to ensure continued financial security and to provide for contingencies. The PCC held at least that amount at all times during and at the end of the year.

“Agency” Payments

Certain moneys are received by the PCC but are not its funds, and therefore not part of the PCC's income or expenditure. During 2018 the PCC received and passed on the following amounts of £100 or more:

Received from	Paid to	Amount
Parishioners (wedding & funeral fees)	Diocese of Chichester	£3,578
Congregations (Epiphany lunch proceeds)	Send-a-Cow	£100
Congregations (summer tea)	Faith in Action	£520
Congregations (various fundraising events)	Prestbury Methodist Church (in support of foster families)	£2,280
Congregations (Christingle service)	The Children's Society	£396
Congregations (offering from Confirmation service)	Bishop of Horsham's Discretionary Fund	£257
Parishioners (family fun day and other donations)	Safe in Sussex Ltd	£520
Horsham Second Orchestra concert & other gifts	Horsham Matters Ltd (Horsham night shelter)	£1,491
Congregations (Christian healing course)	The Well Healing Centre	£1,200

During the year the following people were trustees and served as members of the PCC:

Ex officio members:

Incumbent:	Rev'd Dr Richard Coldicott	Chairman
Curate:	Rev'd Mike Nelson	Vice Chairman
Churchwardens:	Andy McLean Ann Nandi	
Deanery Synod Representatives:	John Stoddart Mike Parry Linda Humble Andy McLean	Assistant Treasurer Treasurer
Secretary	Kathy Mercer (<i>until 26 April 2018</i>) Linda Crump (<i>from 26 April 2018</i>)	
Safeguarding Officer:	Helen Anderson (co-opted member)	
Elected Members:	Mike Atfield* Pam Brakes^ Fi Coldicott^ Rosemary Couchman Brenda Dolling* Peter Hillman Andrea McMartin Simon Miles*	Karen Park Karen Petch Darren Russell Sally Shire Rachael Stoffell* Bernard Tucker* Gaynor Udeshi

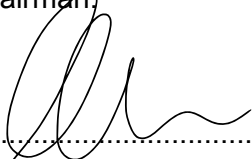
**served until 26 April 2018*

^served from 26 April 2018

Volunteers Acknowledgement

We thank all our hard-working volunteers who help to make our church run smoothly and make it a welcoming environment for our community.

The Trustees' Annual report was approved by the PCC and signed on its behalf by The Rev'd Mike Nelson, PCC Vice Chairman

Signed..........

14 March 2019

St Mark's Church, Holbrook - registered charity number 1174914

For the year ended 31 December 2018

Summary of Financial Receipts and Payments

	<i>Unrestricted</i>		<i>Restricted</i> <u>Fund/s</u>	<i>Total</i>	<i>Total</i>	<i>Notes</i>
	<u>General</u> <u>Fund</u>	<u>Designated</u> <u>Funds</u>		<u>All Funds</u> <u>2018</u>	<u>All Funds</u> <u>2017</u>	
	£	£	£	£	£	
Income and endowments from:						
Donations and legacies	201,524	-	12,704	214,228	205,627	
Charitable activities	1,659	-	-	1,659	2,245	
Other trading activities	12,736	-	-	12,736	15,861	
Investments	357	-	-	357	36	
Other receipts	-	-	-	-	-	
Total received	216,276	-	12,704	228,980	223,769	1
Expenditure on:				-	-	
Cost of raising funds	-	-	-	-	-	
Charitable costs	143,939	563	11,559	156,061	183,633	
Trading costs	1,945	-	-	1,945	6,062	
Other payments	-	-	-	-	-	
Total paid	145,884	563	11,559	158,006	189,695	2
<i>Reconciliation of funds:</i>						
Net income or (net expenditure)	70,392	(563)	1,145	70,974	34,074	
Transfers between funds	(70,392)	70,392	-	-	-	
Net movement in funds	-	69,829	1,145	70,974	34,074	
Bank accounts at 1 January 2018	30,000	26,697	9,270	65,967	31,893	
Bank accounts at 31 December 2018	30,000	96,526	10,415	136,941	65,967	3

St Mark's Church, Holbrook - registered charity number 1174914

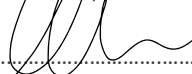
For the year ended 31 December 2018

Statement of Assets and Liabilities

	<i>Unrestricted</i>		<i>Restricted</i>	<i>Total</i>	<i>Total</i>
	<i>General</i>	<i>Designated</i>		<i>All Funds</i>	<i>All Funds</i>
	<i>Fund</i>	<i>Funds</i>	<i>Fund/s</i>	<i>2018</i>	<i>2017</i>
	£	£	£	£	£
Assets:					
Bank current account	16,598	-	-	16,598	35,931
95 day notice account	13,402	96,526	10,415	120,343	30,036
PCC-owned bank balance	30,000	96,526	10,415	136,941	65,967
Fundukuphila assigned funds received	50	-	-	50	-
Diocesan Assigned Fees received	-	-	-	-	26
Total bank and deposit accounts	30,050	96,526	10,415	136,991	65,993
Electricity overpayments	-	-	-	-	599
Hall income received in advance	168	-	-	168	-
Gift Aid recoverable	3,200	-	51	3,251	3,470
Debtors	3,368	-	51	3,419	4,069
Investment assets at market value	-	-	-	-	-
Investment assets at cost	-	-	-	-	-
Total assets	33,418	96,526	10,466	140,410	70,062
Liabilities:					
Fundukuphila assigned funds yet to be paid	50	-	-	50	-
Unpaid Diocean fees for weddings and funerals	-	-	-	-	26
HMRC	-	-	-	-	17
Water used since last billed	353	-	-	353	265
Gas used since last billed	296	-	-	296	928
Electricity used since last billed (est'd)	182	-	-	182	-
Church Worker Pension Fund	33	-	-	33	-
Total liabilities	914	-	-	914	1,236

Approved by the PCC and signed on its behalf by

Rev'd Mike Nelson, PCC Vice Chairman

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14 March 2019

St Mark's Church, Holbrook - registered charity number 1174914

For the year ended 31 December 2018

Notes to the Annual Financial Report

1 Analysis of total received

	Unrestricted		Restricted	Total	Total
	General	Designated			
	Fund	Funds	Fund/s	2018	2017
	£	£	£	£	£
Planned giving (excl. tax refunds)	124,302	-	-	124,302	133,821
Planned giving (no tax refunds)	20,287	-	-	20,287	13,445
Loose cash collections	11,371	-	-	11,371	9,972
Gift Aid recovered	34,576	-	846	35,422	30,929
Sundry donations	7,923	-	-	7,923	10,002
Other Income	3,065	-	-	3,065	4,628
Other income insurance claim	-	-	-	-	1,184
Donations and appeals	-	-	11,858	11,858	646
Legacies	-	-	-	-	1,000
Donations and legacies	201,524	-	12,704	214,228	205,627
Fees for weddings & funerals	1,659	-	-	1,659	2,245
Charitable activities	1,659	-	-	1,659	2,245
Mission Income	789	-	-	789	882
Church centre hiring fees	11,947	-	-	11,947	14,979
Other trading activities	12,736	-	-	12,736	15,861
Bank & CBF deposit interest	357	-	-	357	36
Investments	357	-	-	357	36
Other receipts	-	-	-	-	-
Total received on all funds	216,276	-	12,704	228,980	223,769

St Mark's Church, Holbrook - registered charity number 1174914

For the year ended 31 December 2018

Notes to the Annual Financial Report

2 Analysis of total paid:

	Unrestricted		Restricted	Total	Total
	General	Designated			
	Fund	Funds	Fund/s	2018	2017
	£	£	£	£	£
Cost of raising funds	-	-	-	-	-
Parish share to Chichester Diocese	67,536	-	-	67,536	80,576
Salaries and honoraria incl NI	19,426	-	-	19,426	17,289
Clergy and other people's expenses	7,954	-	-	7,954	10,004
Mission & evangelism costs	13,134	-	2,050	15,184	9,057
Sunday school/Children's work	3,723	-	-	3,723	3,950
Water, Gas, Electricity, and Oil	4,272	-	-	4,272	3,861
Printing & photocopying	4,382	-	-	4,382	4,904
Other regular church running costs	16,880	-	1,086	17,966	20,683
Accounting and Examiner's fees	1,140	-	-	1,140	1,200
Church maintenance & redecoration	5,492	563	8,423	14,478	19,269
Parish office refurbishment costs	-	-	-	-	11,172
New building work	-	-	-	-	1,668
Charitable costs	143,939	563	11,559	156,061	183,633
Church hall caretaking & cleaning	1,945	-	-	1,945	6,062
Trading costs	1,945	-	-	1,945	6,062
Other payments	-	-	-	-	-
Total paid on all funds	145,884	563	11,559	158,006	189,695

St Mark's Church, Holbrook - registered charity number 1174914

For the year ended 31 December 2018

Notes to the Annual Financial Report

3 Statement of funds

	Balances b/fwd 1 Jan 2018	Income	Expenditure	Transfers, other gains and losses	Balances c/fwd 31 Dec 2018
	£	£	£	£	£
Total of all endowed funds	-	-	-	-	-
Fabric fund	6,962	-	(1,795)	-	5,167
Fabric Hearing Loop	-	1,250	-	-	1,250
Fabric Balcony Fund	1,082	10,163	(7,422)	-	3,823
DonsApp - Music Fund	-	896	(896)	-	-
DonsApp - Mission Growing Leaders	150	-	(150)	-	-
DonsApp - Hardship	-	220	(220)	-	-
Ashburnham Fund	1,076	25	(1,076)	-	25
Hardship Fund	-	150	-	-	150
					-
Total of all restricted funds	9,270	12,704	(11,559)	-	10,415
General fund	30,000	216,276	(145,884)	(70,392)	30,000
Designated fund	26,697	-	(563)	70,392	96,526
Total of all unrestricted funds	56,697	216,276	(146,447)	-	126,526
Total funds	65,967	228,980	(158,006)	-	136,941

4. The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and current Church Accounting Regulations, using the Receipts and Payments basis.

5. The comparative amounts presented in the financial statements (including related notes) are not entirely comparable with the current period amounts since the comparative reporting period covers 15 months from registration.

6. Transactions with PCC members and connected parties:

The following were all remunerated for cleaning services: Mrs F Coldicott, spouse of Rev'd R Coldicott, a trustee, was paid wages of £1,951 (2017 - £977); Miss L Petch, daughter of Mrs K Petch, a trustee, was paid £1,349 (2017 - £74).

Expenses were paid to 14 (2017 - 20) trustees or connected persons in respect of mileage, travel, subsistence, books and re-imbursed expenses amounting to £8,249 (2017 - £17,071).

The aggregate donations made by the charity's trustees and people connected to them totalled £28,039 (2017 - £33,686). None of these carried any conditions on receipt.

Independent Examiner's Report to the Trustees of the Parochial Church Council of the Ecclesiastical Parish of St Mark, Holbrook

This is my report to the Parochial Church Council of the Ecclesiastical Parish (PCC) of St Mark, Holbrook, on the annual report for the year ended 31st December 2018 set out on pages 2 to 15.

Respective responsibilities of trustees and examiner

The PCC members are responsible for the preparation of the annual reports. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

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

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

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

Martin Carter

**Martin A.C. Carter FCA
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Date: 20 March 2019