

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Annual Report for 2019

Aims and purposes

St Mark's Parochial Church Council (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Timothy Cockell, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of St Mark's Church Centre.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and become part of our parish community at St Mark's. The PCC maintains an overview of worship throughout the parish and, through the Worship Group, makes suggestions on how services can involve the many groups that live within the parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning activities for the year, the incumbent and PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable 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.
- Providing pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that the PCC maintains the fabric of St Mark's church and Church Centre.

Achievements and performance

Worship and Prayer

Worshipping God is one of the three elements of our vision at St Mark's. The PCC is therefore keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, the 8.00 am Book of Common Prayer communion service and Evensong provide a quiet, intimate and reflective environment for worship. Opportunities are provided for people to engage in more outgoing worship at our Sunday morning family services and in parade services where we are joined by a number of the local uniformed organisations in our parish.

Messy church, now in its fifth year, continues to grow with many families attending on a regular basis. It provides the opportunity to reach out and engage with those on the fringe of the church family and enable them to "do church" in a different way.

All are welcome to attend our regular services. Following the revision of the electoral roll in 2019 the number on roll is currently 210 (2018: 275), 24 of whom are not resident in the parish. The average weekly attendance at services, excluding Christmas services, was 208.

As well as our regular services, we enable our community to celebrate and thank God at milestones of the journey through life. Through baptism we thank God for the gift of life, through marriage public vows are exchanged with God's blessing and through funeral services family and friends express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We celebrated 33 baptisms and 5 weddings and renewals of vows in our church and held 54 funerals and memorial services in church and at crematoria during 2019.

Prayer is at the heart of all we do at St Mark's. The act of bringing our community and our world before God is where two elements of our vision meet - 'Worshipping God' and 'Sharing his love'. As such there are a number of prayer ministries at St Mark's involving dozens of volunteers. Prayer is offered for those in need at almost all our Sunday and midweek services, both for the unwell and the bereaved. For those who like to receive prayer for healing in person, our Healing Prayer team regularly offers this opportunity at our Sunday services. In addition our Prayer Circle is on hand to receive both urgent and long term requests for prayer, which it passes on confidentially to its members.

Deanery Synod

Four members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

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Pastoral Care

Some members of our parish are unable to attend church due to sickness or age. Members of the clergy and the Pastoral Visiting team visit all church members who have requested it or who are sick or unable to get out for any other reason to keep them in touch with church life and to celebrate communion with them either at their homes or in hospital. First Sunday teas are held each month and provide a warm and friendly atmosphere for people who live alone. It is rewarding to see 20-25 people each month enjoying each others company over sandwiches, cakes and tea.

Mission and Evangelism

Five years ago, with the encouragement of the Diocese, we began looking into the Natural Church Development process where the health of a church is assessed against 8 quality areas. The results of the scores in the 2018 survey, which increased across most of the quality areas, gave us the confidence to put energy during 2019 into the areas that we know are weaker so that we can bring about significant improvements and success. The PCC and Ministry Leadership Team (MLT) had a joint Away Morning in March designed to help identify and work with "attitude goals", which essentially involve looking at areas of church life and thinking "what attitude or attitudes do we need as a church to make a difference here?" A second meeting of the PCC and MLT was held in July to think more seriously about which areas of church life we wanted to work more on our attitude towards. This meeting agreed four areas of focus for 2019 namely:

- Environmental issues
- Giving
- Youth and children
- Community outreach

We have made some significant progress with the first three of these focus areas which are described in more detail elsewhere in this report. We have worked hard on our giving; with some of the new technology we have installed in church, a recent energy audit and energy opportunity report and a focus on green issues we are making headway with environmental issues and we have seen some developments with youth and children. There are tentative steps towards improving our Community engagement and Outreach for example through the Spring Festival in May which was incredibly successful and helped to put St Mark's back on the community map. In all of these areas there are further plans already in the making and, as always, much work still to be done.

Helping those in need is a demonstration of our faith. In 2019 £2,072 was raised by members of the congregation as special collections during the year. A further £10,300 of our income this year is donated to Christian, relief and charitable causes.

Our parish magazine is produced monthly and is available to both parishioners and others resident in the Parish. The magazine keeps our parishioners informed of the important matters affecting our Church and articles that help develop our knowledge and trust in Jesus. It has regular contributors covering different areas of our activities, spiritual and community life, including a children's page, so aims to communicate well with those interested in St Mark's. A special edition in May was sent to all households in the parish to co-incide with the Spring Festival.

A web site complements the parish magazine and provides information about all aspects of the work and activities at St Mark's church. It was significantly updated in 2018 and seeks to provide a wide range of information for members of the congregation, the wider community and for those new to the area or to St Mark's.

The Friends of St Mark's is an association which aims to acquaint a wider group of people with the ongoing work, aims and needs of St Mark's, and enable them to support its maintenance and mission. During the year the Friends provided church yard, cleaning and computer equipment.

Ecumenical Relationships

The church is a member of Bilton Churches Together. Four Bilton churches meet regularly to share the journey of faith. Representatives of St Mark's, Bilton Methodists, Sacred Heart Church and Bilton Evangelical Church have a vision "to journey together on the Way towards a deeper understanding of all that is given in Christ." Bilton Churches Together has been active since the 1970s and organises a number of one-off events in addition to regular joint services and other initiatives each year.

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Annual Report for 2019 (continued)

Review of the year

The PCC continued to identify spirituality as a priority for the year. A number of activities were held during the year to help us achieve this. These included Lent lunches, quiet days, a prayer party and home groups continuing with the Pilgrim course.

The "Yeast" group initiative was approved by PCC in 2006. 7 groups continue to meet fortnightly during most of the year and continued to use the Pilgrim course this year. They are an opportunity to gather in a small group, to get to know one another, to share worship, to explore God's word in the bible and to find practical ways to share our faith. The Men's group and a Ladies group met periodically. A new initiative, the U55 group, was started in 2018 as an informal monthly gathering of members of St Mark's Church who are under the age of 55.

One of the new church congregations linked to St Mark's is our Messy church which meets once a month at Bilton Junior School. Our Messy church community continues to grow and attendance for the past year has been between 45 to 85 people each month with 100 people welcomed in September. We want people to feel comfortable and able to experience God within the community that we have built together. Messy church values are about being Christ centred, for all ages and are based on creativity, hospitality and celebration. We explore many areas of the bible, including stories told by Jesus, and are invited to carry these messages into our everyday lives. Whilst everyone is encouraged to be creative and get slightly "Messy", all activities are linked to the theme and are designed to deepen our understanding of God and the bible.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively, vibrant and welcoming community it is. In particular, we want to mention our churchwardens and service wardens, MLT members and the many other groups and individuals who work so tirelessly on our behalf.

Financial Review

We began the year knowing that we had to raise a significant amount of money to help fund a new clergy post and set about the task of raising an extra £15,000 of income to help with meeting an overall target of an extra £35,000 of income each year by 2024. We thought very carefully about how we might do this and focused the vision of what we wanted to do with the money and on the need and reasons for giving, rather than trying to make comparisons between what people give, what they might spend on other things or simply say that we needed to try harder to pay the increasing bills. The generosity of members of our congregations was overwhelming. By the end of the year we managed to pass our target for the year, which is a tremendous effort. In 2020 we see the need to raise an additional £12,000 to keep us on track and expect that our congregation will again rise to this challenge and that we will be able to meet this target too.

Planned giving and collections are the PCC's largest and principal source of income. As a result of focussing on giving in 2019, this increased by £19,518 compared with 2018. Income from regular pledged giving increased by £10,310 whilst gift aid envelopes and open plate collections and income tax recovered increased by £9,198.

Other voluntary income in 2019 from donations and legacies totalled £17,335 (2018: £24,149).

A total of £3,524 was generated from fund raising activities in 2019 (2018: £4,037) by magazine advertising, the Draw Club and Friends of St Marks. The Draw Club generated a surplus of £705 which was allocated to the General Fund this year. In 2020 the surplus will again be allocated to the General Fund.

Investment income in 2019 continued to suffer from low interest rates. Dividends and interest on deposits increased to £4,185 (2018: £3,131) largely due to higher balances on deposit.

Income from church activities in 2019 fell slightly to £21,259 (2018: £22,200).

Total income in 2019 amounted to £173,717, an increase £17,335 on 2018. Regular income increased by £19,247 to £156,382, whilst non recurring income was £17,335 (2018: £24,084).

The PCC continued to support our link missionaries and distributed £10,300 (2018: £8,900) for charitable and Christian causes. In addition £2,072 (2018: £4,302) was generated by fund raising and collections at funerals and other services and paid direct to charities.

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In 2019, £293,155 (2018: £143,180) was spent on other church activities. This includes a £66,042 (2018: £59,293) contribution to the Diocesan parish share which largely provides for the stipends, pensions and housing for the clergy.

A quinquennial inspection is due to be carried out by our architect during April 2020. The 2015 inspection identified a number of minor matters requiring attention which were completed in 2016 and 2018. PCC is not recommending a transfer to the designated repair fund for 2019 as there is an existing balance in this fund of £4,823 and further balances available in restricted funds. Expenditure on ongoing maintenance of the church in 2019, totalled £2,816 (2018: £1,843).

There were a number of significant developments during 2019 to the church building. With the lighting system coming to the end of its life, we installed a new lighting system, including coloured lighting, and employing the latest LED technology. Alongside the lighting, we took the opportunity to upgrade the sound system and installed new video equipment and screens which allow those in the side aisles to see what is going on more effectively. Coupled with the new drop-down screen and projector everyone in church can now see a sermon or a presentation that is being shown. This has given us flexibility in both what we can do in worship and in the use of our church building. The cost of these two projects was £98,514. We have also made adaptations and enhancements of the choir stalls, including the installation of new reading slopes, plinths for the front stalls and new candles with integrated downlights at a cost of £31,243. These projects have been funded by £60,044 received from past legacies and donations and £69,713 from money held in the Building Fund.

On a negative note we discovered in October 2019 that lead had been stolen the roof above the organ loft. This caused not only damage to the roof itself and to the stone parapet, which has been all but destroyed, but also to the organ. Planning Permission for a change of material on the roof from lead to steel has been approved which should prevent any further theft. We expect that the new roof will be completed within the next few months when we can move forward with repairs to the organ. Although the cost of the new roof is covered by insurance, the costs of repairing the consequential damage to the stonework and the organ are unknown at present but are unlikely to be met in full by our insurers.

Reserves policy

It is the PCC's policy to maintain a balance on unrestricted funds which equates to three months' unrestricted payments, to cover any emergency situations that may arise from time to time. The balance on unrestricted funds at 31 December 2019 of £220,161 comfortably exceeded this target. If the Church Centre improvements in the balance sheet are excluded, as they cannot be converted into cash, the balance on the unrestricted funds is 307% of this target (2018: 578%). The PCC has agreed expenditure plans that will use the designated legacy funds to expand our work in the parish over the next five years.

It is the PCC's policy to invest the majority of our fund's balances with the CCLA Church of England Deposit Fund.

Plans for future years

In February 2018 the Rector was appointed as Area Dean which has reduced the time he has available for parish duties. After discussions with the Diocese, the PCC approved the appointment of stipendiary help for 3 days a week with a focus on working with schools and families to encourage more of this age group in faith. So far we have been unsuccessful in attracting any applicants for this post, but remain hopeful that even if we are unable to do this, we will find alternative ways of working with our target group of 20-30 year-olds and their families. One alternative would be to employ a Families and Children's Worker or a Pioneer Minister and Evangelist. We have an enormous opportunity with the new housing going into various parts of the parish to build new church congregations linked to St Mark's. The position will be funded by the Bishop's Mission fund on a reducing basis over 5 years and from the Legacy Fund.

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Annual Report for 2019 (continued)

Structure, governance and management

The PCC is governed by two Church of England Measures - The Parochial Church Councils (Powers) Measure 1956 as amended, which defines the principal function of the PCC, and the Church Representation Rules 2011.

The method of appointment of PCC members is set out in the Church Representation Rules. Members are either ex-officio or elected by the Annual Parochial Church Meeting (APCM). Representatives on the Deanery Synod and elected members normally serve for three years, unless elected to fill a vacancy. Readers and Co-opted members serve for one year. All members of the congregation are encouraged to register on the Electoral Roll and to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

During the year the full PCC met six times for ordinary meetings and held one extraordinary meeting to approve the annual accounts. Average attendance at the ordinary meetings was 16 members, representing 75% of possible attendances. Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspect of parish life, each of which is responsible to the PCC. These Committees met between meetings and reports of their deliberations were received by the full PCC and discussed as necessary.

Standing Committee

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It oversees the general financial dimension of the work of St Mark's by monitoring income and expenditure, budgeting, maintaining appropriate financial controls and co-ordinating the annual review of the Christian Stewardship of money through planned giving.

Worship Committee

Attends to matters relating to worship in the Church, planning services, drafting orders of service and associated work.

Ministry Leadership Team (MLT)

The St Mark's MLT was launched in 2001 and commissioned in January 2005. It is a collaborative team of lay and ordained people, working together, under the authority of the PCC, to lead, envision, enable and release all God's people at St Mark's for mission and ministry in the whole of life.

Other groups that met during the year included a Pastoral and Nurture Group, the Healing Team and the Prayer Circle. These groups include both PCC members as well as people not on the PCC.

Administrative information

St Mark's Church is situated in Church Walk, Bilton, Rugby. It is part of the Diocese of Coventry within the Church of England. The correspondence address is St Marks Parish Office, Church Walk, Bilton, Rugby, CV22 7LX.

The PCC is registered with the Charity Commission as a charity (number 1137095).

PCC members who have served from 1 January 2019 until the date this report was approved are:

<i>Incumbent</i>	Rev'd Timothy Cockell	Rector
<i>Curate</i>	Rev'd Jonathan Smith	
<i>Wardens</i>	Marion Ainslow Denis Biley	
<i>Deputy Wardens</i>	Leonard Bond Glenn Lowde	(to 7 April 2019) (to 7 April 2019 - also Deanery Synod member)

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<i>Representatives on Deanery Synod</i>	<i>APCM 2017 (2 April 2017) - APCM 2020 (29 March 2020)</i> Linda Allen Patricia Howes Sally Idle Glenn Lowde (also Deputy Warden to 7 April 2019)	
<i>Elected Members</i>	<i>APCM 2016 (10 April 2016) - APCM 2019 (7 April 2019)</i> Celestine Banks Graham Bevan Brian Jacks <i>APCM 2017 (2 April 2017) - APCM 2020 (29 March 2020)</i> Martin Elson Yolanda Morley-McKay (to 5 July 2019) <i>APCM 2018 (22 April 2018) - APCM 2021</i> Donald Barlow Penny Buchanan Irene Landless Alexandra Lover <i>APCM 2019 (7 April 2019) - APCM 2020 (29 March 2020)</i> Alexandra Clark <i>APCM 2019 (7 April 2019) - APCM 2022</i> Helen Baker Lauren Beadle Pauline Graham	
<i>Co-opted members</i>	Juliette Crossin Christopher Idle	PCC Secretary Treasurer

A full report of all church activities during 2019 will be available at the 2020 Annual Parochial Church Meeting and in church before and after the meeting.

Approved by members of the PCC on 19 March 2020 and signed on its behalf by:

Rev'd Timothy Cockell
Rector

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Statement of Financial Activities for the year ended 31 December 2019

	Note	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds</u>	
		<u>£</u>	<u>£</u>	<u>£</u>	<u>2019</u>	<u>2018</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
INCOME						
Voluntary income	2(a)	142,274	2,457	-	144,731	131,916
Activities for generating funds	2(b)	1,930	1,612	-	3,542	4,037
Income from investments	2(c)	1,072	2,532	581	4,185	3,131
Church activities	2(d)	19,258	2,001	-	21,259	22,200
Total income		164,534	8,602	581	173,717	161,284
EXPENDITURE						
Church activities	3(a)	214,091	79,064	-	293,155	143,180
Raising funds	3(b)	782	191	-	973	397
Total expenditure		214,873	79,255	-	294,128	143,577
Net income/(expenditure) before investment gains		(50,339)	(70,653)	581	(120,411)	17,707
Unrealised gains/(losses) on investments		-	-	2,971	2,971	(204)
Net income/(expenditure)		(50,339)	(70,653)	3,552	(117,440)	17,503
Transfers between Funds		(1,460)	2,041	(581)	-	-
Net movement in funds		(51,799)	(68,612)	2,971	(117,440)	17,503
Total funds brought forward		271,970	347,474	19,436	638,880	621,377
Total funds carried forward		220,171	278,862	22,407	521,440	638,880

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Balance Sheet at 31 December 2019

		<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total Funds</u>	
	Note	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>2019</u>	<u>2018</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
FIXED ASSETS						
Tangible	5(a)	63,742	-	-	63,742	68,279
Investment	5(b)	-	168,297	22,407	190,704	254,066
		<u>63,742</u>	<u>168,297</u>	<u>22,407</u>	<u>254,446</u>	<u>322,345</u>
CURRENT ASSETS						
Debtors and prepayments	6	16,285	500	-	16,785	12,842
Short-term deposits		158,177	107,629	831	266,637	312,456
Cash at bank and in hand		5,864	4,983	-	10,847	14,288
		<u>180,326</u>	<u>113,112</u>	<u>831</u>	<u>294,269</u>	<u>339,586</u>
LIABILITIES						
Creditors - amounts falling due one year	7	23,897	2,547	831	27,275	23,051
NET CURRENT ASSETS		<u>156,429</u>	<u>110,565</u>	<u>-</u>	<u>266,994</u>	<u>316,535</u>
TOTAL NET ASSETS		<u>220,171</u>	<u>278,862</u>	<u>22,407</u>	<u>521,440</u>	<u>638,880</u>
PARISH FUNDS						
Unrestricted	8(a)	220,171	-	-	220,171	271,970
Restricted	8(b)	-	278,862	-	278,862	347,474
Endowment	8(c)	-	-	22,407	22,407	19,436
		<u>220,171</u>	<u>278,862</u>	<u>22,407</u>	<u>521,440</u>	<u>638,880</u>

The notes on pages 9 to 17 form part of these accounts.

Approved by the Parochial Church Council on 19 March 2020 and are signed on its behalf by:

Rev'd Timothy Cockell
Rector

Christopher Idle
Treasurer

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements for the year ended 31 December 2019

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions.

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

Endowment funds are capital funds. These are either:

- (i) permanent endowments, where the capital must be maintained and only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established, or
- (ii) expendable endowments, where the PCC can spend both the capital and income arising from investment of the endowment at its own discretion.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object 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. The PCC usually invests separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Incoming Resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and beneficed property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory which can be inspected at any reasonable time. For everything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently, expenditure on individual items costing under £5,000 is written off when incurred.

Alterations to Church Centre are included at cost. No depreciation is provided on freehold land. Freehold buildings are depreciated over their expected useful economic lives as follows:

Alterations to Church Centre	25 years on a straight line basis
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Equipment used within church premises is depreciated on a straight line basis over 4 years.

Investments are valued at market value at 31 December.

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2019

1 ACCOUNTING POLICIES (Continued)

Agency payments

The PCC acts as an agent in the collection and payment of Diocesan Board of Finance fees for weddings and funerals. Fees for weddings and funerals are collected in full by the PCC. Diocesan Board of Finance fees and the subsequent disbursements of these fees are excluded from the Income and Expenditure account and are shown separately in note 12.

2 INCOME

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Endowment</u> <u>Funds</u>	<u>Total Funds</u> <u>2019</u>	<u>2018</u>
	£	£	£	£	£
2(a) Voluntary income					
Planned giving:					
Donations	81,099	-	-	81,099	70,789
Tax recoverable	21,839	-	-	21,839	18,494
Gift aid envelopes	11,489	-	-	11,489	7,434
Collections (open plate)	11,139	-	-	11,139	9,341
Grants	1,830	-	-	1,830	1,774
Donations, appeals, etc.	14,878	2,457	-	17,335	5,404
Legacies	-	-	-	-	18,680
	<u>142,274</u>	<u>2,457</u>	<u>-</u>	<u>144,731</u>	<u>131,916</u>
2(b) Activities for generating funds					
Magazine advertising	992	-	-	992	1,610
Fund raising activities	938	1,612	-	2,550	2,427
	<u>1,930</u>	<u>1,612</u>	<u>-</u>	<u>3,542</u>	<u>4,037</u>
2(c) Income from Investments					
Dividends received	-	-	556	556	542
Bank and CCLA Deposit Fund interest	1,072	2,532	25	3,629	2,589
	<u>1,072</u>	<u>2,532</u>	<u>581</u>	<u>4,185</u>	<u>3,131</u>
2(d) Income from church activities					
Magazine sales	2,995	-	-	2,995	3,154
Letting income	7,384	-	-	7,384	6,269
Printing	179	-	-	179	802
Fees	7,579	2,001	-	9,580	11,091
Sundry income	1,121	-	-	1,121	884
	<u>19,258</u>	<u>2,001</u>	<u>-</u>	<u>21,259</u>	<u>22,200</u>
Total income	<u><u>164,534</u></u>	<u><u>8,602</u></u>	<u><u>581</u></u>	<u><u>173,717</u></u>	<u><u>161,284</u></u>

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Notes to the Financial Statements (Continued) for the year ended 31 December 2019

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Endowment</u> <u>Funds</u>	<u>Total Funds</u> <u>2019</u>	<u>2018</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
3 EXPENDITURE					
3(a) Church activities					
Missionary and charitable giving					
Overseas - missionary societies	-	-	-	-	(700)
- relief and development	1,500	-	-	1,500	1,100
Home	1,150	-	-	1,150	900
Other	7,650	-	-	7,650	7,600
	<u>10,300</u>	<u>-</u>	<u>-</u>	<u>10,300</u>	<u>8,900</u>
In addition £2,072 (2018: £4,302) was generated by fund raising and collections at funerals and other services and paid direct to charities.					
Ministry: Diocesan Parish Share	66,042	-	-	66,042	59,293
Other ministry costs	3,237	-	-	3,237	4,774
Church running costs	14,256	-	-	14,256	14,452
Church maintenance	2,816	5,725	-	8,541	1,843
Church services	6,615	-	-	6,615	7,133
Major church building costs	59,612	68,799	-	128,411	-
Depreciation	4,537	-	-	4,537	4,537
Churchyard upkeep	3,432	4,540	-	7,972	5,572
Church Centre running costs	16,117	-	-	16,117	12,465
Parish Office salaries	15,893	-	-	15,893	13,856
Printing, stationery and postage	3,788	-	-	3,788	4,558
Bank charges	722	-	-	722	731
Governance costs	275	-	-	275	275
Other costs	6,449	-	-	6,449	4,791
	<u>214,091</u>	<u>79,064</u>	<u>-</u>	<u>293,155</u>	<u>143,180</u>
3(b) Raising funds					
Stewardship costs	782	-	-	782	233
Other fund raising costs	-	191	-	191	164
	<u>782</u>	<u>191</u>	<u>-</u>	<u>973</u>	<u>397</u>
Total expenditure	<u><u>214,873</u></u>	<u><u>79,255</u></u>	<u><u>-</u></u>	<u><u>294,128</u></u>	<u><u>143,577</u></u>

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2019

	<u>2019</u>	<u>2018</u>
	<u>£</u>	<u>£</u>
4 STAFF COSTS		
4(a) Wages and salaries		
Wages and salaries	24,607	22,506
Pension costs	<u>402</u>	<u>337</u>
	<u>25,009</u>	<u>22,843</u>

During the year the PCC employed a Parish Secretary, Office Assistant, organists and a cleaner (all part-time) but no payments were large enough to attract employers' social security costs. Together these staff equate to one full time employee.

4(b) **Payments to PCC members**

No members of the PCC, persons closely connected to them or related parties received any remuneration from the PCC in the current or previous year. Various members were reimbursed for expenditure, including travelling expenditure, incurred on behalf of the PCC.

5 **FIXED ASSETS**

5(a) Tangible fixed assets	Freehold land and buildings	Sound System	Total
	<u>Unrestricted</u>	<u>Restricted</u>	
Cost			
At 1 January 2019	113,428	17,899	131,327
Disposals	<u>-</u>	<u>(17,899)</u>	<u>(17,899)</u>
At 31 December 2019	<u>113,428</u>	<u>-</u>	<u>113,428</u>
Depreciation			
At 1 January 2019	45,149	17,899	63,048
Charge for the year	4,537	-	4,537
Disposals	<u>-</u>	<u>(17,899)</u>	<u>(17,899)</u>
At 31 December 2019	<u>49,686</u>	<u>-</u>	<u>49,686</u>
Net book value			
At 31 December 2019	<u>63,742</u>	<u>-</u>	<u>63,742</u>
Net book value			
At 31 December 2018	<u>68,279</u>	<u>-</u>	<u>68,279</u>

The freehold land and buildings comprise alterations to Church Centre during 2009 at a cost of £113,428.

The Church and its contents are insured for the sum of £14,000,000.

Church Centre was not capitalised when acquired. The Building and its contents are insured for the sum of £2,800,000.

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2019

5 FIXED ASSETS (Continued)

5(b) Investments	<u>2019</u>	<u>2018</u>
	£	£
Deposits with CCLA	164,381	230,760
Deposits with Coventry Building Society	7,235	7,189
Shares in the CCLA's Investment Fund		
300 shares E R Hobley bequest for Churchyard	5,738	4,845
698 shares St Mark's Parish Church Repair Fund	13,350	11,272
Market value at 31 December	<u>190,704</u>	<u>254,066</u>

The original cost of the investments is not known.

	<u>2019</u>	<u>2018</u>
	£	£
The market value at 31 December represents investments for		
Restricted funds	168,297	234,630
Endowment funds	22,407	19,436
	<u>190,704</u>	<u>254,066</u>

6 DEBTORS AND PREPAYMENTS

	<u>2019</u>	<u>2018</u>
	£	£
Amounts due within one year (unrestricted)		
Tax recoverable	4,737	4,387
Prepayments	329	317
Other debtors	11,219	7,900
Amounts due within one year (restricted)		
Tax recoverable	500	238
	<u>16,785</u>	<u>12,842</u>

7 LIABILITIES

	<u>2019</u>	<u>2018</u>
	£	£
Amounts falling due within one year (unrestricted)		
Accruals	12,431	11,454
Other creditors	11,466	9,469
Amounts falling due within one year (restricted)		
Other creditors	2,547	1,297
Amounts falling due within one year (endowment)		
Other creditors	831	831
	<u>27,275</u>	<u>23,051</u>

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2019

	<u>Balance brought forward</u>	<u>Surplus/ (Deficit) for the year</u>	<u>Transfers between funds</u>	<u>Gains on Investments</u>	<u>Balance carried forward</u>
	£	£	£	£	£
8 PARISH FUNDS					
8(a) Unrestricted Funds					
General Fund	106,772	5,918	2,037	-	114,727
Young Peoples' Fund	5,013	(250)	538	-	5,301
Repair Fund	4,823	-	-	-	4,823
Legacy Fund	155,362	(56,007)	(4,035)	-	95,320
	<u>271,970</u>	<u>(50,339)</u>	<u>(1,460)</u>	<u>-</u>	<u>220,171</u>
8(b) Restricted Funds					
Curacy Fund	15,000	110	(110)	-	15,000
House Fund	103,202	779	-	-	103,981
Organ Fund	5,226	398	(398)	-	5,226
Churchyard Fund	7,819	(2,585)	2,585	-	7,819
Tower Fund	1,793	36	(36)	-	1,793
Friends of St Marks	10,448	(362)	-	-	10,086
Building Fund	203,986	(69,029)	-	-	134,957
	<u>347,474</u>	<u>(70,653)</u>	<u>2,041</u>	<u>-</u>	<u>278,862</u>
8(c) Endowment Funds					
Hobley Bequest	8,164	192	(192)	893	9,057
St Mark's Parish Church Repair Fund	11,272	389	(389)	2,078	13,350
	<u>19,436</u>	<u>581</u>	<u>(581)</u>	<u>2,971</u>	<u>22,407</u>
	<u>638,880</u>	<u>(120,411)</u>	<u>-</u>	<u>2,971</u>	<u>521,440</u>

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2019

9 FUND DETAILS

- 9(a) The unrestricted funds comprise:
- i) *The General Fund*
Covers the day to day activities of the church and to which is added the surplus each year.
 - ii) *Young Peoples' Fund*
Represents unspent income from the Langton Freeman fund (see note 10)
 - iii) *Repair Fund*
A designated fund for the external maintenance of the church.
 - iv) *Legacy fund*
A designated fund for using legacies and major donations to support the work of St Mark's church.
- 9(b) The restricted funds comprise:
- i) *Curacy Fund*
An amount from the sale of land formerly belonging to the Church in Bilton, to provide funds towards the cost of a Curate or Associate Minister.
 - ii) *House Fund*
Represents the proceeds from the sale of a house in Monks Close, Bilton originally purchased for use by a Curate or Associate Minister. The funds may be used for maintenance of the Church and other buildings owned by the PCC or for any other charitable ecclesiastical purpose.
 - iii) *Organ Fund*
Consists of funds raised and given specifically for the maintenance of the organ.
 - iv) *Churchyard Fund*
Consists of funds specifically raised for the churchyard.
 - v) *Tower Fund*
Consists of funds raised for repairs to the tower, bells and fittings and the clock. Any surplus funds may be used for repairs to the Church building.
 - vi) *Friends of St. Marks*
Consists of funds raised to support the role of the church in the community.
 - vii) *Building Fund*
Consists of the proceeds from the sale of Church House and funds raised for the construction, fittings and ongoing maintenance of a mezzanine floor in the church. Any surplus funds may be used for maintenance of the Church and other buildings owned by the PCC or for any other charitable ecclesiastical purpose.
- 9(c) The endowment funds comprise:
- i) *Hobley Bequest*
This is a permanent endowment which requires income to be spent on the maintenance of the churchyard.
 - ii) *St Mark's Parish Church Repair Fund (charity number 508870)*
A trust where the clear income from a permanent endowment and income and an expendable endowment can be applied in or towards the upkeep and repair of the parish church of St Mark, Bilton, and the maintenance of services therein.

10 CONNECTED CHARITY

The Langton Freeman bequest is a connected charity (number 215833-3), whose income is paid by way of grant to the PCC towards the cost of work with young people.

11 POST BALANCE SHEET EVENTS

There are no significant post balance sheet events.

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2019

12 AMOUNTS DISBURSED AS AGENT

	<u>2019</u>	<u>2018</u>
	<u>£</u>	<u>£</u>
DBF fees received	7,821	8,839
Paid to Coventry Diocesan Board of Finance	(7,821)	(8,554)
Fees paid to retired clergy (included in other ministry costs)	<u>-</u>	<u>285</u>
Other fees received	3,940	4,961
Paid to Organists	(2,212)	(2,488)
Vergers	(748)	(748)
Bell ringers	(250)	(750)
Choir	(475)	(975)
Sexton	(255)	-
	<u>-</u>	<u>-</u>

Statutory fees for weddings and funerals are due to the Coventry Diocesan Board of Finance, with special arrangements made for payments to retired clergy. The PCC only acts as a paying agent for these fees and for payments to organists, vergers, bell ringers, choir members and the sexton. In these circumstances, the fees and related disbursements are excluded from the income and expenditure account.