

Celebrating God's Work through St. Mark's

ANNUAL REPORT

2020



St Mark's

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Alison Glover and Dave Ferguson

CHURCH WARDENS' REPORT



2020 has been a memorable year for so many reasons – challenges we couldn't have imagined having to face at the turn of the new year. But in the midst of this challenge we have found the Gospel message of love, hope and joy to be as relevant today as it has ever been and continued to see God bless us as a church in many ways.

At the beginning of the year Charlotte Clarke anticipated stepping down as churchwarden at the APCM at the end of April, having served her 6 years as warden. Once lockdown came in March and churches closed it quickly became apparent that we would not be holding our APCM at the usual time or in the usual way. Special measures were passed, and the term of office of churchwardens and PCC members were extended until such time in the autumn as it would be safe to meet and hold an APCM. Over the months of lockdown in the spring and summer, Charlotte and Alison joined the staff team on a much more regular basis, with daily prayer and check-in at 9am and weekly staff meetings on a Wednesday. With the impending arrival of a new grandchild, Charlotte knew that she could not extend her term of office indefinitely and stepped down as warden at the end of August. We are hugely grateful to Charlotte for her 6 years of service to



St Mark's as churchwarden and no more so for her tireless work during lockdown. By the time of the 2021 APCM, Charlotte and Paul, along with Charlotte's mum, should have completed their house move and be settling into their new life in Chelmsford.

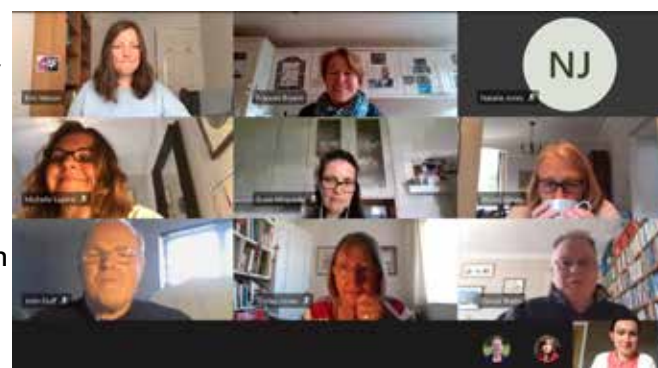
After a few weeks with a lone churchwarden, we were able to hold our APCM via Zoom and Alison was joined in her warden duties by Dave Ferguson. On top of a fulltime job forecasting and reporting on sales for the supermarket chain, Asda, being a husband to Hannah and dad to 2 year old Esther, Dave has got really involved in his role as warden right from the outset. Alison and Dave are having a weekly catch up meeting to keep abreast of what is happening in church for the areas where they have responsibility and/or are providing support to others.

Through the entirety of 2020 we have been without a vicar, Guy having left in summer 2019. There was a muted response to our initial advertisement at Christmas 2019 and then recruitment was put on hold due to the lockdown. At times it felt frustrating; we prayed for trust and patience and to hear God's voice in the process. God answered our prayers with an abundance of applicants, unanimity on the selection panel as they chose the shortlist, COVID restrictions being sufficiently light for all applicants to travel

and meet our church family and to be interviewed in person and, once again, unanimity in deciding on the person to be our new vicar. With great delight we announced in November that Mike Resch had been appointed the vicar of St Mark's and that he and his wife Liz would be joining us in Harrogate at the end of February. Thank you to everyone in the church family who supported and prayed through this process, with particular thanks to Frances, Shirley and Ruth for organising our Zoom prayer gatherings.

'...encouraging and honest teaching and ministry in a year like no other.'

Although we have been without a vicar during 2020, we have not been without leadership. Through the vacancy and through lockdown, Dan has stepped up to lead the staff team and we are so grateful for everything he has done during this last year. All church leaders have faced incredibly challenging times during 2020, and we thank Dan for the loving, inclusive and supportive way in which he has nurtured and shepherded the church family and staff team over these difficult months. We also want to express our profound thanks to Kim – who has willingly and so capably operated in the manner of an associate vicar, belying the fact that she is technically still in the final year of her curacy. Thank you to Dan, Kim and all the clergy team for their encouraging and honest teaching and ministry in a year like no other.



As 2020 began Michelle's role as Kingdom Life Director had become a voluntary role and at Easter, after 6 memorable years on the staff team, came to an end. But there was no time for Michelle to stop and wonder what God had planned for her – with lockdown ResBites were unable to run the café and began providing food parcels for needy families. This operated from St Mark's until the end of June, when ResBites moved to more spacious premises at Gracious Street Methodist Church in Knaresborough. We give thanks for all that Michelle did as Kingdom Life Director and continues to do with her team at ResBites. We are hopeful to see the ResBites café back at St Mark's sometime in 2021.

With the changes to building use brought about by lockdown, the caretaker roles were made redundant in July and we said goodbye to Dougie and Simon after many loyal years' service to St Mark's. At the end of July we also said goodbye to our Operations Manager, Andy Wilson, when he left to take up a new job. Andy's IT skills had proved invaluable as we made the swift transition to church online and the work he had done in encouraging and developing

the team put us in a good position to reconfigure the admin and operations team after his departure.

With the finances of St Mark's being significantly impacted by the COVID-19 pandemic, we have had to think carefully and creatively about how to resource the admin and operational needs of the church. Cathy has been an absolute blessing and has agreed to the reconfiguration of her role into that of Office Manager – where she is recruiting and managing teams of volunteers to ensure the admin and operational requirements of the church are provided for. What joy there has been when so many prayers have been answered – whenever Cathy has asked for volunteers people have been willingly stepping forward to take on tasks, big and small. Thank you to everyone who has been helping out (often in the background and unseen) over many years or has begun over the last few months. Church would not be able to operate without you and we thank you so much for all you do.

Lockdown has also necessitated further developments in Janet's role and much of her time has been dedicated to getting church on line and live streaming from the building. To enable this to develop and be sustainable, Janet is building a volunteer "tech team" taking responsibility for providing tech support (cameras, sound, Zionworx, livestreaming) for services and events.

The church inventory has been checked over the course of this year and all major items located. Thank you to Charlotte and David Brown for all your work on this.

Nothing feels more appropriate to sign off than with 1 Thessalonians 1:2 - 3 which says, "We always thank God for all of you and continually mention you in our prayers. We remember before our God and Father your work produced by faith, your labour prompted by love, and your endurance inspired by hope in our Lord Jesus Christ."



Dan Watts

ASSOCIATE VICAR REPORT

I write this report at the start of lockdown 3.0 and as I reflect on the year past, it is without doubt one of the hardest years in my 30 years of ministry in the Church of England. I am sure many of you would agree what extraordinary times we have seen and will probably continue to see for some time yet.

In last year's report I shared some reflections on John 15 with particular reference to this verse 'I am the true vine, and my Father is the gardener. He cuts off every branch in me that bears no fruit, while every branch that does bear fruit, he prunes so that it will be even more fruitful.' Who could have foreseen or imagined the pruning that would take place – services, staff members, finances, church activities and church attendance? Pruning is never easy, it is hard, painful and costly. But let me point out now that pruning is a part of the rhythm of any gardener in order to provide space for new growth. But we will return to this theme later.

This last year seems to have been characterised by challenges, changes and trials, one after another. Financial challenges and seeking to balance the budget resulted in Michelle Hayes stepping down from her role as Kingdom Life Director at the beginning of the year. This then enabled her to concentrate her time and energy on the development of Resurrected Bites as an independent

Community Interest Company. I would like to thank Michelle for all that she achieved in her time in post. The work with refugees, clothes bank and Resurrected Bites are testament to her passion to see the Kingdom of God advance.

The ongoing financial challenge led to redundancies for our long serving caretakers – Simon and Dougie. I thank them both again for all their hard work in keeping our church building so clean and tidy. We have now recruited a team of volunteer cleaners to keep the building open while the pandemic is with us. When our Operations Manager, Andy Wilson, left in the summer, our financial position meant we were unable to replace him. This necessitated a review of office staff and their roles and led to a restructuring of Cathy's and Janet's roles and emphasis on recruiting more volunteers to work alongside them in order to deliver and develop the operation and communication function of the church. I would like to thank Cathy and Janet for embracing their new roles and their desire to continue to serve the church family. It goes without saying that I am hugely grateful for Richard's wisdom and dedication in the area of finance: he has ministered to us all through his care of the resources we have at our disposal.

National lockdown led to the recruitment of a new incumbent being paused. Fortunately, it resumed in the Autumn and Mike Resch was appointed as incumbent at the end of October. We very much look forward to him and his

family moving up to Harrogate in February 2021 and being licensed at the beginning of March. I would like to thank our parish

'The process of opening up the building was far more difficult and complicated than the process of closing!'



reps, Charlotte, Dave and Alison for their rigour, focus and sensitive discernment throughout this process which came with considerable responsibility which I know they bore prayerfully and with grace. Thanks also to Frances, our prayer coordinator, who called us all regularly to prayer for the appointment process and for all the candidates. I know she would want me to urge you to continue to hold Mike and Liz and their family in prayer as they begin their new season of ministry.

National lockdown and the closing of church buildings has presented many challenges: how to move church services onto YouTube; what structures were needed to pastorally care for such a large church; how to effectively communicate with leaders in the church, the wider church family and how to effectively lead and make decisions whilst being prevented from using our building and meeting face to face. The process of opening up the building was far more difficult and complicated than the process of closing! With limited resources (money, time and people) it became necessary to identify the areas of priority for the church family, so we invested in the right areas. My thanks go to all those from the church family who replied to the numerous questionnaires we sent out: this helped us both as a staff team and PCC to proceed with the process of planning to open up the church. I would also like to thank Catherine, our pastoral director; Shirley, our prayer ministry leader; Sue and Kim for their tireless work in ensuring folk who request support receive it.

Adhering to both government advice and Church of England advice has been an additional challenge when the picture can change at very short notice and often with very little detail of what the guidance will mean in practice. But here we are 11 months on from the first lockdown regularly live streaming two morning services on a Sunday and daily prayer at midday every weekday enabling the church family to worship together while apart. Huge thanks must go to all those who volunteer to lead the tech stuff, ably coordinated by Janet, our communications and digital lead. The learning



curve has been steep but much has been achieved! I would also like to thank the team involved in all our live worship, with particular thanks to our retired and NSM clergy team James, John, Olivia and all those who have led worship, led services and preached over the last year.

Perhaps unsurprisingly the one thing that has become very clear over the last year is the importance of small groups at St. Mark's. In a church our size small groups are the place where people experience what it means to be part of a family. It is the place where care is offered and the love of Christ experienced.

Time and again people have testified to the importance of being part of a small group where they are prayed for, loved and supported.

Where they can step out and exercise the gifts God has given them to serve others, to grow in confidence. Kim, John and I regularly meet up with small group leaders to provide support, encouragement and input as well as to listen to what is going on in the 28 small groups at St. Mark's. A huge thank you to all the small group leaders for the support, care and leadership that they have provided during the pandemic.

I never cease to be amazed by the fortitude, flexibility and faith being exercised by all those in positions of leadership. You have all sought to adapt and innovate new ways of helping people remain connected and sought to build one another up in faith. The children's leaders, youth leaders, toddler leaders have served the different parts of our community in wonderfully creative ways and I thank God for

each and every one of you, including Rachel, Gail and Natalie. The teams have been ably supported by Rachel B and Suzie in administration and recruitment of leaders.

I personally am thankful for all those who over the last year have deliberately sought to support and encourage me. I have received many positive words in cards and emails and am grateful for the beer and chocolates left on the doorstep for me and my family to enjoy. I had a special birthday a few months ago and although we couldn't meet in large numbers, many of you turned out on a damp and chilly day to help me celebrate. Thank you all for your generosity and kindness. I am now

the proud owner of a brand-new pair of walking boots!

I am aware of how much has changed for us as individuals, families and indeed the whole church family over the course of the last year. This season of

pruning has been characterised by 'loss'. A loss of finances, possessions, impact, influence, position, relationship, connection, opportunity and sadly in some cases even life itself. Processing loss on multiple fronts produces weariness, fear, doubt, frustration and despair. The temptation can be to give up or draw back into seemingly comfortable, controlled, safe environments. In the vulnerable moment of pruning, it can be tempting to give up on the purposes of God.

As I sit here writing and reflecting, I am reminded again of Paul's words not to grow weary in doing good, and that through many tribulations the saints will receive the kingdom. In his letter, James the apostle exhorts us to be patient in endurance and

establish our hearts for the coming of the Lord. The letter to the Hebrews warns us not to draw back in the day of trial.

Going back to the comfort of a risk-free life is not an option. Thus, the pruning season demands refocus without retreat. In Romans 5 Paul encourages us to rejoice in our sufferings, trials, challenges and tribulations, because we know that suffering produces perseverance; perseverance, character; and character, hope. And hope does not disappoint us, because God has poured out His love into our hearts through the Holy Spirit, whom He has given us.

So, let me conclude by encouraging you all to keep your eyes fixed on Jesus, the author and perfecter of our faith. We are persevering in the face of huge challenges. We are seeking to love God and love our neighbour. It is in this and through this that God is shaping us into the likeness of Christ. We have kept going and I urge you again to fix your eyes on Jesus, he is our hope and he will not disappoint. Together, we keep loving and serving. Together, we look forward to the arrival of Mike and Liz, our new Incumbent and his wife, and all that God will seek to do through his leadership in this new chapter in the life of St. Mark's.

Pruning always precedes fruitfulness. It is natural to create space for the new growth. We can look forward with anticipation at what God will do in this new season. Let us approach this next year with our hope and expectation in Him who leads us on.

'I am personally thankful for all those who have sought out to support and encourage me.'



'Let me encourage you all to keep your eyes fixed on Jesus...'



Kim Mason

CURATE'S REPORT

What an incredible year we have had; I think about 80% of the things I have done this year have been new and challenging!

A lot of my time in the first half of the year was spent, unsurprisingly, in responding to Covid-19. I worked alongside our Pastoral Director, Catherine, on the development and delivery of pastoral care and infrastructure; and alongside the Leadership Team to develop strategy and planning in relation to the development of online services and the safe re-entry of the building and resuming in-church worship.

I have continued to work with our schools delivering virtual assemblies and lessons. In the latter half of the year I spent time working with our small group leaders, and it was a privilege to be able to work alongside our Communications Officer, Janet, and to learn from her incredible depth of knowledge in developing our advent social media campaign.

The highlight of my year was being able to lead Church at Home together as a family. We have been singing, dancing, acting, drawing, competing, praying, interacting, reading, remembering (and forgetting!), guessing, prop making, welcoming, learning, and laughing. I am incredibly grateful for the church family who were both exceptionally gracious with us as we found our feet and muddled our way through, and enormously encouraging: thank you for all of the messages that you sent (mostly to the girls!), it really helped to spur us on! I am also deeply thankful for Chris and the girls, for the time, effort, perseverance and servant-heartedness that they showed.

Looking ahead into 2021 I simply must marry some people before my curacy can be signed off (and not just so that I can eat cake!), and I am hoping to develop The Marriage Preparation course in an online context.



‘I think 80% of the things I have done this year have been new and challenging.’



James Handley

CURATE'S REPORT

I am now in my final year of being a curate! This year I have stepped back from the staff team and day to day parish activity at St Mark's, as I felt it was right (even before Covid) to focus on ministry in the workplace. I continue to be involved in Sunday worship, and other events at St Mark's as time allows. My family and I, together with the Bishop and our new vicar, will be trying to discern in the coming months what God is calling us to next - one possibility is for us to remain at St Mark's, at least in the short term. 2020 has been an extraordinary and extreme year, and I am looking forward to the new chapters starting in 2021, in our family's life, in the life of St Mark's, and on the national and global stage.

Natalie Jones

YOUTH PASTOR REPORT

'With His love,
he will calm all your fears'
Zephaniah 3:17

This verse was attached to our first communication to our young people around the subject of COVID19 back in March. This year has been a whirlwind of change and upheaval that none of us could have anticipated.

Our young people have faced incredible challenges throughout this year; as 2020 began many were already struggling with their mental health and academic pressure and it is clear that the pandemic has only heightened

'The faith that we are helping our young people to discover and live by transforms their fear to hope.'

these existing problems. Yet we have an answer - and His name is Jesus. His name is above every other name and His love brings power and freedom. The faith that we are helping our young people to discover and live by transforms their fear to hope. As we seek to grow as Jesus' Family of Servants on



Mission, the hope is that these stories show young people who are valued and invested in by our whole church community.

January began with a town-wide Youth Alpha. We worked together with Mowbray Community Church to launch this event for all young people across the town. It ran alongside the town-wide initiative and was one of many other Alphas happening at the same time. We began Week 1 with 12 participants and many of these continued to the end of the course. We were fortunate to have our Away Day at the beginning of March and we headed to Xscape in Leeds. We also offered them opportunities to make commitments to follow Jesus and to write themselves a letter that we would send to them in a years time. I recently sent these and one reply shows the impact this course has had on her life...

'I wanted to thank you for accepting me into Alpha and let you know how I'm doing also - I've begun a lovely new job and have made lots of friends there and I did very well with my A Levels! Anyway, I just wanted to let you know that I appreciate all the hard work you and your team put into Alpha and all the things you continue to do for kids like me every day. I'm not sure if I will ever consider myself Christian but I will say that I feel I am closer to God and my faith than ever before because of you and my friend who invited me to join the course.'

And so lockdown began. We were no longer able to go into schools, hold our Lions Football ministry each week or any of our in-person weekly sessions. The focus for this time was all



about responding to the needs that we identified amongst our young people. It was clear that they were longing for time together, albeit virtually, consistency, opportunities to be comforted, to laugh and to experience the living God at work in their homes and their lives. We maximised the use of our digital media; Instagram was used daily for posts, stories, live videos. We used YouTube to create Lockdown Stories and hear from those in our church community about how they were finding this time. We used young people's gifts of art throughout Holy Week to inspire our church family. We met every Sunday for our Youth Gathering and worked alongside the team at Kairos Church to provide their young people with a place to come and connect with God. We held this gathering for 17 consecutive weeks, along with small group zooms throughout the week including Connect Girls. Engagement in these groups started off well and it was positive knowing we were able to offer these online safe spaces during a chaotic and unknown time. However, as the weeks continued we began to see fewer and fewer young people signing in. After some time and some helpful conversations with our young people, we came to the conclusion that young people were simply not wanting to engage online. There was disappointment and frustration. Yet despite online not being successful that didn't mean they didn't want to engage with us. So the challenge continued - we must think of new

ways to innovate to help them connect with our community and with God.

One way we attempted this was through our missional values. At St Mark's Youth we have always aimed to look outwards beyond ourselves and creating a Youth Phone Call Support Team enabled us to do this effectively. The idea was very simple - our young people would be matched up with an older member or couple of our congregation who were isolating and have a weekly conversation with them. We offered tips for conversation starters for our young people, a few example questions to ask and ideas for things to say. Hearing back from both parties confirmed how important it has been to link generations together. We cannot underestimate the power of a phone call during times of isolation. In the Stories of Joy publication that was released in December you can read about one of our young people's feedback on this. Another mission activity included raising money for SASH to enable young people that they work with to receive data for their phones and new headphones.

Once lockdown 1.0 had eased Natalie spent much of the early part of the summer term engaging in a new form of ministry - 'Doorstep Ministry'! She delivered doughnuts to 81 homes and 133 young people that we are connected with. It was a wonderful opportunity to see them face-to-face after a long time. The team returned later



in the summer with a booklet and sweets to encourage them to stay connected over the holidays. Other summer opportunities included many small group meetings of 6 on the Stray and a town-wide initiative called 'It's Your Move' supporting the Year 6s as they transitioned from primary to secondary.

Our young people were passionate to respond to the anti-racism movement that became headlines across the world and they recorded a video that can be found on our YouTube channel to share their thoughts and stand up for injustice.

It was with a heavy heart that because of the problems with the A Level exam results across the country that Keelan Glendinning felt that he was unable to complete his Year Out Gap

'I most give tremendous thanks to the whole youth team this past year.'

Year with us and Youth for Christ. He returned to Year 13 and has maintained his involvement with St Mark's through serving on the PCC.

The Autumn term saw us begin by praying

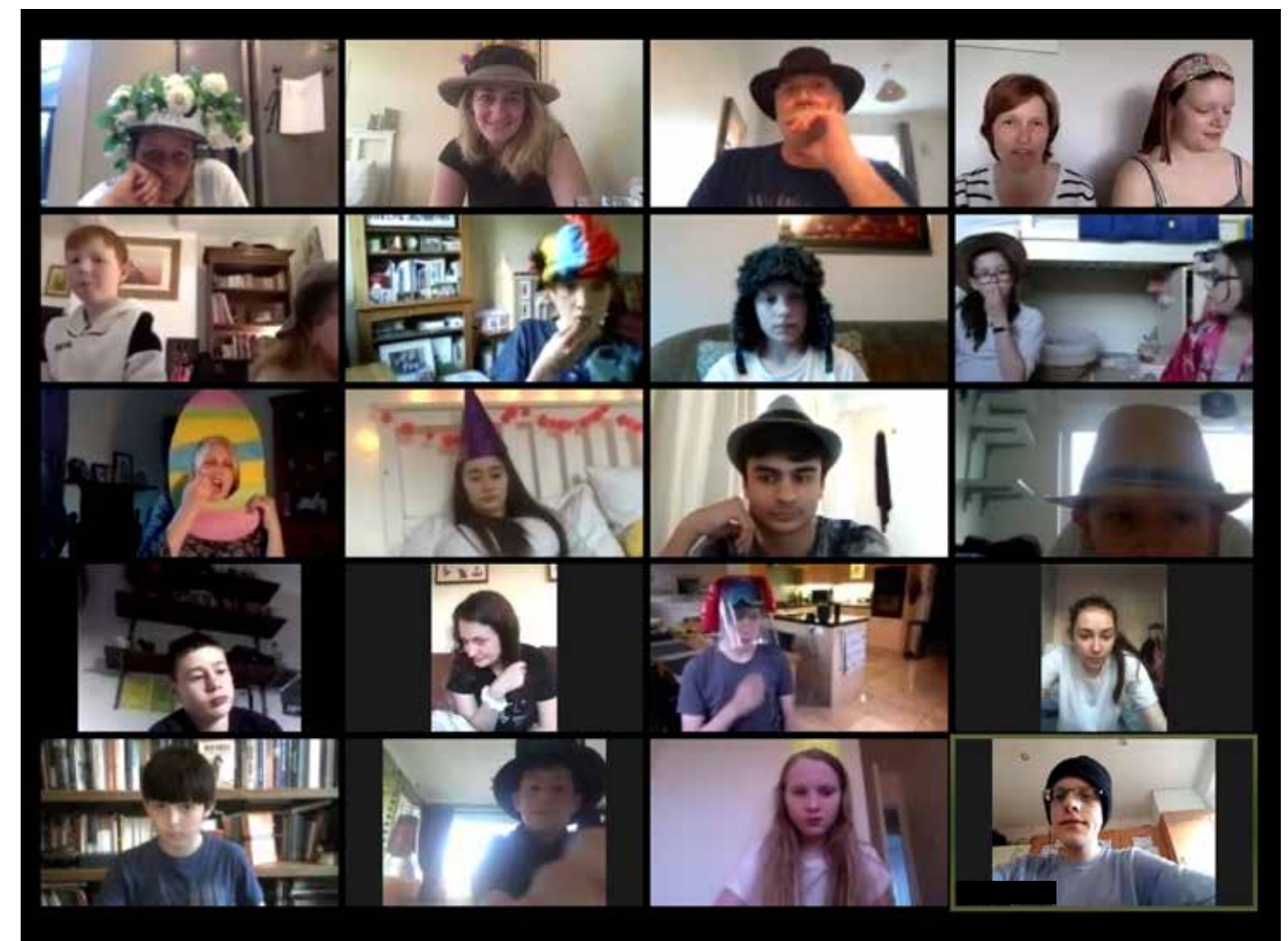


for every school in our area. We filmed short 30 second videos inviting people to pray for the Holy Spirit to be present and move amongst these communities. In September we seized the opportunity to meet once again in the building. We followed all COVID safe guidelines and created two sessions for younger and older youth. These sessions were composed of relevant content, games, and prayer together. The take up for our younger youth was positive and we continued right through until the end of the year with a consistent number of Year 7-9s (apart from times of self-isolation for individuals). For variety of reasons

our older youth numbers were not as high and re-thinking our strategy behind meeting is taking place as we begin 2021. Also across

the term, our young people were involved in the Vicar Interview Day, carol-singing to the elderly members of our church community, and the fifth (and by far most different) annual Contemporary Carols. We organised this alongside St Luke's and St John's and it was wholly youth led as we had many young people playing in the band, reading or delivering one of the messages.

This leads to me to mention Emma James, who left our team in April and began her new role at St Luke's and St John's as the Young People's Worker. She responded to God's call and it has been a huge blessing for St Mark's to be her sending church and support her as she steps out in full-time ministry to serve more young people across Harrogate. We also said goodbye to Rob Stocks as he stepped down from leading but will continue to serve Lions Football when that is able to resume. I must also give a tremendous thanks to the whole youth team this past year. Without their time, investment and encouragement to me and each and every one



of our young people we would not be able to launch and effectively run any of the sessions, gatherings and ministry for our young people.

As we go forward into 2021, our youth community SeventyTwo will meet along with other members of our youth team to continue to pray and discern what, and where, God is calling us in this new season. We are excited about the arrival of Mike, our new vicar and all that he will bring to our youth ministry. Moments of crisis shape and form each of us. Early on in lockdown I reflected on a young person's blog post about her experiences of leaving Year 13 and what the future will look like. She commented that 'the class of 2020 will have been prepared in a new and wholesome way for the trials that life will challenge them with'. Our young people will come out of this time having grown in resilience and courage. We are praying that they will not fear tomorrow but will, as scripture promises, 'be calm in His love'.

'Moments of crisis shape and form each of us.'



Rachel Tunncliffe

CHILDREN'S MINISTRY REPORT

At the start of 2020, our children's ministry (the Tide) was thriving; the children's groups at our 10.30 Sunday service were very well attended, with over 100 children attending each week. A number of leaders stepping down the previous year meant that the blessing of all these children was tempered by the challenge of over 50 children in one room some weeks. This entailed some compromises in our vision for our groups to be places of welcome, community building and true discipleship. We began to consider how we might better honour what God is doing at St Mark's – with a CofE national average of 9 children in a congregation, we are in a special position and need to explore how as whole church we faithfully serve God and the children who are such a gift to our Church family.

That exploration had just begun when the pandemic arrived. Everything paused for a

'We are thankful to God for our children in our St Mark's Family.'

while and with learning from the successful holiday club in July and an understanding of the Diocese guidelines, we began face to face groups for year 3-6 children in September. We now have 5 "bubbles" of Waves children meeting fortnightly on Sunday afternoons, face to face when possible and otherwise on Zoom. New combinations of leaders have shown commitment and creativity to re-engage the children and provide consistency and love while much else around them has been

changing. January sees the start of 3 new "bubbles" for years 1 and 2 children in Streams, so we will now have over 100 children reconnected.

More children have joined community groups with their families over the year, and are enjoying that experience of discipleship together.

In the new ways we have had to operate, there are some negatives (we all miss being together, many leaders are not able to help at the moment and we have a waiting list of children), but there are also some positives – smaller groups with more consistency are enabling better relationship building and a better forum to share ideas and concerns. We have new experience and insight to take forward when we are able to get back to exploring how we fulfil our children's ministry post pandemic. Please pray for guidance and resourcing in that.

We are thankful to God for the children in our St Mark's family, and for the energy and faith they share. We are also thankful for those who have given their time and gifts to serve the children in difficult circumstances. In particular, we are grateful for the dedication and administrative gifts of Rachel Batchelor, without whom we would not have been able to manage the communication and organisation of the last few months.



Gail Vlack

CHILDREN'S EVENTS REPORT

Our Children's Events team started the year looking forward to our Easter Extravaganza event. And a core team had assembled to plan for our summer holiday club. But the pandemic brought an end to those plans and an opportunity to engage in new ways.

We are thankful for the small core team that came together this summer to launch our first online Holiday Club for primary aged children. We used this opportunity to try out new technology (which went on to be the foundation of our live broadcasts for Sunday Services in the building) and to engage with small groups of children (which helped develop the Tide in-person groups). From July 20th -23rd July we broadcast live on YouTube from Gail's kitchen and added in different pre-recorded videos from several children's ministry leaders. We focused on 4 Courageous Christians from the new testament through games, stories, memory verses, teaching and of course jokes. 35 families signed up, which included 59 children and a goody bag was delivered to each child. The benefits of YouTube meant it could be shared with the whole church family and watched at any time, the broadcasts have been viewed more than 160 times. And the group relationships were re-established through two zoom sessions that week, as leaders shared games and prayers with the families.

In December we launched Christmas Joy to share comfort and joy with our church families and also as an outreach to those in our community. We were overwhelmed by the response as 140 primary-aged children signed up to receive a goody bag. The goody bags included craft supplies, treats, a nativity book and supplies to help the children engage with the Christingle and Christmas Eve nativity services. We received lovely feedback from the families and the services were really well received in the building and online.



"...the pandemic brought an opportunity to engage in new ways."



Gail Vlack

TODDLER MINISTRY REPORT

We started the year with our vibrant toddler ministry in full swing: 2 weekly toddler groups, 2 toddler praise sessions, Toddler Time in half term holidays, Full of Beans crèche once a month. Our ministry was engaging with about 60 different families. All this was paused in March when the country went into lockdown.

Our toddler volunteers kept in touch via email, and we used our Facebook group and church website to communicate with our families. We missed the interactions with the children, we missed working as a team and I know the parents really missed the support and community of meeting together.

Toddlers grow up quick, 6 months is a huge amount of time when you are young and busy growing and developing. And these were challenging days for young families.

In June our toddler leaders gathered on zoom to pray, connect and plan as part of the National Month of Prayer for Toddler Groups.

In July we sent out a short, interactive video of all the toddler leaders to all our families (thanks to Kate's great technical skills). We were also able to hand deliver our Toddler Praise leavers bibles to those children that were moving on to 'big school'.

In September as other church groups began to meet in person, and schools reopened, we wrestled with the unique challenges of toddler ministry in the time of a pandemic. Screen time with toddlers wasn't ideal or age-appropriate, and parents find it stressful to meet online while they are taking care of young children. The limitations of toddlers with social distancing and the sharing of



resources would also make meeting indoors too challenging.

Social media has been an amazing tool this year, and the sharing of ideas with toddler leaders across the country has been invaluable. Out of this came the idea for Toddler outdoor events. We launched the first in September, Toddler Bear Hunt, followed by Toddler Animal Hunt in November and a Toddler Christmas Journey in December. We were able to conduct these in a Covid-safe way, with timed bookings, and socially distanced activities. We are so thankful for the outside space we have at St. Mark's, and we have been utilising this for our events, using the paths, the orchard, the front and back gardens and the car park. We are so thankful for the volunteers

that have stepped forward to help with these events. We met with 20 families each month and were able to re-establish relationships, share the love of Jesus, give them information about how to connect with church, and in December share the story of the birth of Jesus, and give them each a nativity book.

'We are thankful to God for our children in our St Mark's Family.'



We were also thankful that we were able to move our Toddler Praise sessions online. We adapted our existing materials to help families engage at home, as a starting point for families to explore bible stories together. We shared resources on our Facebook page, and we are so grateful for the professionally produced stories, songs, crafts and materials that are available online.

We wait in expectation for the coming year and trust that God will bless and use our ministry in creative and new ways. In February our ministry team will be gathering to pray and plan and listen for a vision for the future. We will be looking at how we can utilise our church outdoor space in the warmer months to meet families on a more regular basis. We have many new opportunities, but we also have challenges ahead. We appreciate the support and prayers of the church community.



Gail Vlack

BAPTISM REPORT

We started out the year with the calendar of baptism bookings filling up and a team of volunteers ready to visit families at home and liaise with them throughout the baptism process. Three child baptisms took place at the beginning of 2020. Things came to an abrupt end with lockdown, and no further child baptisms took place in 2020.

Uncertainties remain about when child baptisms will resume, when families will be able to get together to hold large celebrations with their extended families and what the future of home visiting will look like. This valuable ministry is on hold at the moment and we will be trusting God in this period of waiting. We will liaise with our volunteers and church leadership when future opportunities arise.

One blessing has been that families we have visited in previous years have continued their connection with St. Mark's and in some cases re-engaged during this year. Things like the Christmas Joy event have helped these families to reconnect, and it was lovely to see them as we handed out goody bags.

Shirley Jones

PRAYER MINISTRY REPORT

2020 has been a year not many of us could have foreseen.

Among other things it has been a year of losses, which have affected every member of our church community in some way or another. It has also been a year of adapting and learning to rely on God, maybe more than ever before, to help us cope with the changes which we have had no control. Within this context our committed and brilliant prayer ministry team have faithfully supported St Mark's community, often unseen and in the background. Our internet prayer platform, accessed via an email address, prayer@smch.org.uk, receives a steady stream of prayer requests, which are quickly picked up and sent to the team for prayer and which has been an effective and powerful tool in continuing to

'I am grateful, as are many in St Mark's, for the prayerful support of my church family and the knowledge that our God deeply loves each one of us.'



pray for God's working in the lives and situations faced by many. Prayer ministry through 'zoom' is and has been available for those needing a longer prayerful conversation.

A good proportion of the prayer ministry team have also provided prayer support in other ways; through their faithful, consistent and weekly involvement in the intercessory prayer group; providing prayer and pastoral support through regular telephone calls to people not easily connected via online church; one to one visits when rules allow and by being leaders of small groups which have had to be creative and persistent in finding ways of meeting and providing prayer and practical support for each other but which have drawn members closer together.

It has been a privilege to be a member of the leadership team, working alongside so many gifted people, particularly supporting Frances in planning and delivering the interregnum whole church prayer gatherings and supporting Catherine by helping with pastoral care administration.

I know from my own experience this year that it has been easy to become downhearted and overwhelmed with the uncertainties that this pandemic has created for so many, but with news of the arrival of a vaccine we have hope that things will improve. I am grateful, as are many in St Mark's, for the prayerful support of my church family and the knowledge that our God deeply loves each one of us. We can therefore hold on to the promise in Romans 8:39 from the Message version of the Bible, with confidence.

"None of this fazes us because Jesus loves us. I'm absolutely convinced that nothing—nothing living or dead, angelic or demonic, today or tomorrow, high or low, thinkable or unthinkable—absolutely nothing can get between us and God's love because of the way that Jesus our Master has embraced us."

Frances Byrant

PRAYER COORDINATOR REPORT

At the end of 2019 these were my words: "My hope for 2020 is that we will continue to be able to offer prayer to individuals and families, give prayer support to our leadership team, PCC and Mission Partners, and help all in our church family – of all ages – to be equipped through prayer and dependence on God as we serve him on mission in our communities and our world."

Although 2020 turned out to be very different from our expectations, I am struck by God's faithfulness:

God has united us as a praying church. Praying as the world changed and habits of meeting physically together were halted really increased our dependence on God. Leadership Team prayers moved online, and online services included topical and thoughtful intercessions prepared by our fantastic team each Sunday morning. I feel more thankful for, and connected to our team of prayer leaders than ever, as regular email contact and feedback have been even more essential.

God has enabled us to share his heart for mission. As St Mark's settled into the 'new normal', our pattern of online daily Midday Prayers included prayer for a different global or local Mission Partner each week. Last year's theme of "Tales of Transformation" continued as we've included stories of God at work in and through our Mission Partners.

God has met with us as we interceded for others. Our weekly intercessory prayer group, which Shirley Jones leads with me, has continued to pray for pastoral needs, situations of crisis, and in response to Covid. Thanks to Catherine Gibbin the Pastoral Director, and Dan and Kim our clergy, for their pastoral oversight.

This intercessory group has been praying for our leadership team, our PCC and our Mission

Partners each week, as well as our nation, the world and upcoming events in church life. Praying via Zoom has been a real blessing.

Whole Church Prayer meetings stopped as lockdown arrived. However, our small groups gathered online to pray together, and whole church Zoom prayer gatherings started in

'I am struck by God's faithfulness.'

September. These monthly gatherings focused on the vicar vacancy, and we praised God together at news of the new appointment. One of the most creative elements of this process was a virtual prayer wall on the website, encompassing the prayers of many in the congregation.

I would like to thank Janet Green, for her gifts that have sustained us all this year – and from a prayer perspective, I am grateful for her setting up St Mark's services on YouTube, adapting the website to respond to ever-changing prayer needs, designing some truly beautiful prayer resources and creating inspiring videos. Without her vision and energy this year our efforts in building up and discipling one another as Jesus' family of servants on mission would have been poorer.



Sue Russell

MIDWEEK MINISTRY REPORT

Sadly there is not much to report this year as, along with most of the country, Morning Meets at St. Mark's was forced to close on March 23rd due to the national lockdown.

Up until then we were welcoming guests from both the local and church communities each weekday morning for light refreshments, friendship and conversation.

Our groups were thriving: once a month Susanne Wood oversaw a knitting group and Stan and Lorraine Bisby a games morning. A painting group led by Juliette Robb met twice monthly, and a highly popular Spanish class weekly, under the tutorship of Judy Methven.

The Spanish group has continued to meet via the miracle of Zoom, something that wasn't unfortunately possible for the others.

It is hugely disappointing that something, the purpose of which was to offer a solution to isolation, should have to close in the very year when isolation was exacerbated by unforeseen circumstances.

However, we must remain positive and trust that we shall be able to get back to meeting together in 2021.

Therefore my hopes for Morning Meets are:

- To re-launch Morning Meets as soon as we are allowed, retaining all the good things about it and increasing what we currently offer.
- To produce a new updated leaflet. This would be delivered to every home in the parish.
- To augment our fantastic team of hosts and hostesses with new volunteers.
- To restore our popular Yorkshire Day coffee morning which had to be cancelled in 2020.
- To explore new ways of helping people to make the transition from occasional visitors to disciples of Jesus Christ.

Your prayers to this end would be greatly appreciated.

Catherine Gibbin

PASTORAL CARE REPORT

During a year when we haven't been able to meet in person, weekly groups have been put on hold, and everyone's lives have been impacted by Covid, we have sought as a church to reach out to those members of St Mark's who have needed extra help and companionship over the year. I hope that our church family have felt loved and cared for, prayed for and encouraged during this time. A lot of this pastoral support has been provided within our community groups, by our pastoral team and volunteers. A huge thank you to you all.

During the first lock down we set up a 'Telephone Tree'. Many people came forward to volunteer to ring others in the church. Initially this created a channel of communication about support on offer, finding out if people had support networks, and to provide an ongoing phone call for those who benefit from a friendly call or someone to pray with. From this, new friendships have been made, dogs have been walked, shopping delivered, meals made and companionship provided.

This has included some of the church's young people ringing some of the church's older people.

The Thursday lunch team headed up by Jose Rhodes has done a marvellous job this past year in providing fortnightly lunches and reflections to those who normally attend the Thursday communion service. This has kept the group very much still in contact. As the volunteers have grown so has the ability to provide these lunches to those who attended the Tuesday lunch club and more recently, others in the church who would benefit from this.

Meals have been made and delivered to those who have come out of hospital or where there

has been a particular need. Many others have been doing people's shopping or have run errands when members of St Mark's were self isolating or shielding.

St Mark's church has continued to welcome newcomers over the past year and newcomer welcome get togethers have now resumed,

'New friendships have been made, dogs walked, shopping delivered, meals made and companionship provided.'

taking place on zoom rather than in person. We still managed to share afternoon tea virtually which even included home made buns provided by the Hammertons! We are encouraging new comers to join community groups as a way of getting to know others from the church and feel connected.

Unfortunately we weren't able to hold the Thanksgiving and Remembrance Service in November but we did open the church up for those bereaved to have private prayer. We plan to build on our bereavement support in 2021 to meet an increased need, with the attendance and running of The Bereavement Journey, run by the HUB who are equipping churches to run their own courses. My hope for 2021, is that relationships formed this past year can continue to be built upon and that when we all come back to church we do so with a strong sense of belonging to the family of St Mark's.

Val Preece

MOTHERS' UNION REPORT

The Mothers' Union is a worldwide Christian organisation, which seeks to strengthen and support marriage and family life, through prayer, worship, fellowship and service. Members are baptised Christians, but need not be mothers, or, indeed, female! St Mark's Branch is proud to be a part of this Union.

'Prayer is the basis for our activities.'

The past year has been a very different year for the Mothers' Union, as for all of us in this year of the pandemic. The country was put in lockdown at the end of March 2020, and we formed ourselves into triplets, each member in regular contact with at least two other members, for support, encouragement and prayer. Our Area and Diocesan Presidents email regular newsletters to keep in touch, and these are forwarded to members at St Mark's, together with any news and comments from our own members.

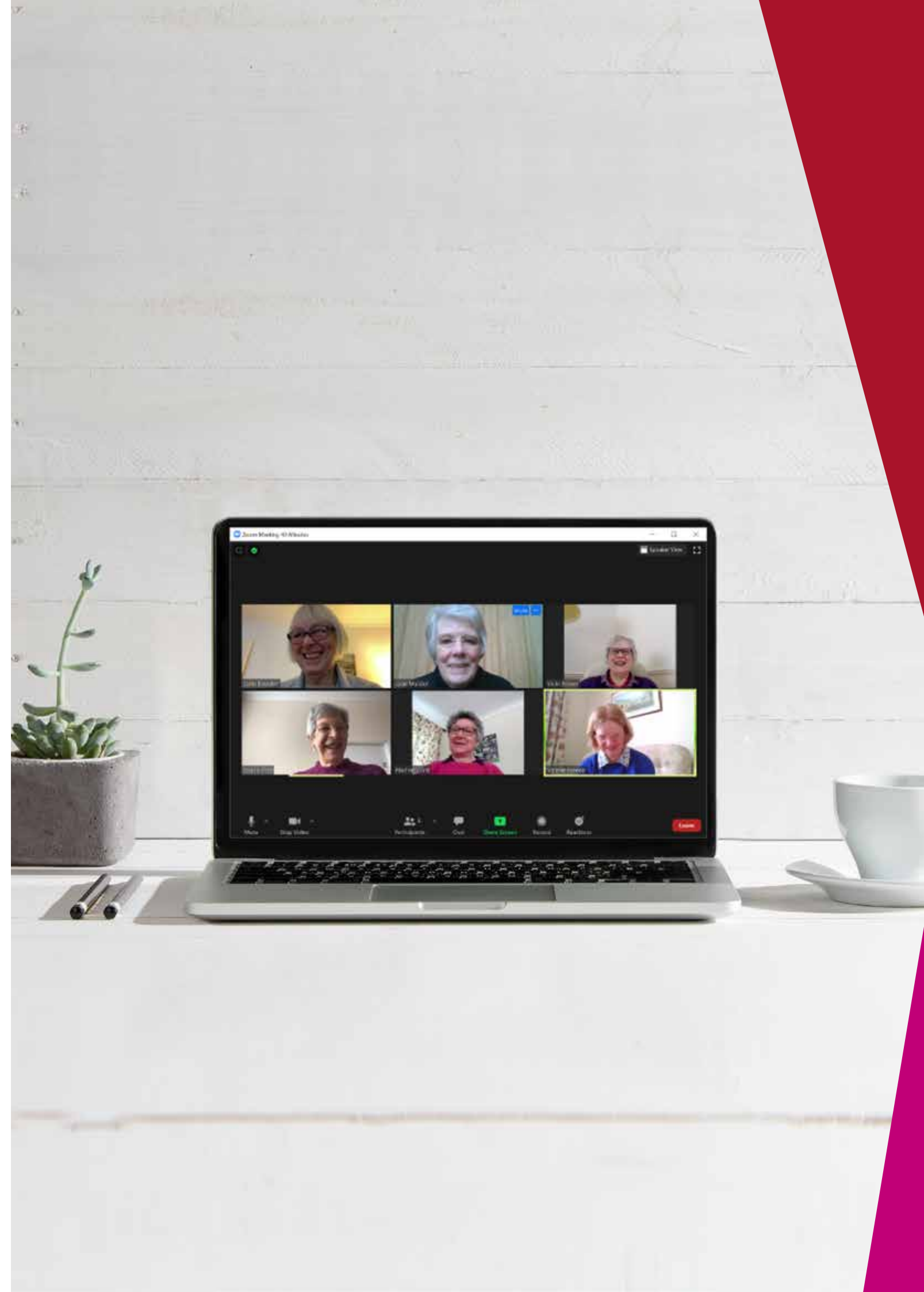
Prayer is a basis for our activities, and this was shown again in the International Wave of Prayer, held in January each year, when we pray for members in our linked dioceses in other countries, as well as for our leaders, diocese and parish. This year nine of us were able to read the service together over Zoom,

while other members shared by reading the prayers individually at home.

The branch continued to support the wider community, making and donating a total of at least 540 hearts, 20 scrubs bags, 40 headbands, 14 face masks, 3 twiddle cuffs, 2 emoji monsters, 2 families of happy/sad faced hand puppets, 40 livers and kidneys(!) and 70 baubles. One member also supports several families living near her, cooking weekly buns, and giving a food hamper for a family and Nativity books for children. Items are also regularly given to the local Women's Refuge for the families there, who are escaping domestic violence. We also support many Mothers' Union projects, including Away From It All Holidays in the Diocesan caravans in Filey.

Together, we have contributed written pieces for a Christmas/Epiphany Miscellany, with copies emailed to members, and available to others on request. We hope to do something similar for Mothering Sunday, perhaps even publishing this for the Church and Diocese, although the complexities of this may mean publication in 2022.

We look forward to resuming our monthly meetings once the level of virus infections reduces enough.



Jose Rhodes

MISSION SUPPORT GROUP REPORT

All Christian Missions have been affected by Covid-19. Most have had to scale back their operations and find new ways of working. These changes have often had most impact on the vulnerable in society where missions are bringing a message of hope and God's love in difficult times. All missions have seen a devastating impact on their finances as giving and fundraising have been curtailed. Staff have been furloughed or taken a pay cut, but all have tried to continue to meet the needs of those they serve.

Caring for Life, Leeds: residential homes remained open but most activities at Crag House Farm were halted. Staff continued to ensure that the needs of those most vulnerable were met, especially over the Christmas period.

Wellspring Therapy and Training: Wellspring House was closed but where possible, staff continued counselling using telephone and Facetime both for existing and new clients.

In2Out and Wetherby Young Offenders Prison: the offices were closed but staff continued to support ex-offenders from their own homes. The prison Chaplaincy remained open to support the 200 lads restricted to their cells as all education and interaction ceased.

Artizan International: Andy and Jess Lynch were recalled early from Ecuador and returned safely on a British Government flight. In UK, all craft sessions for the differently abled were halted, but participants were provided with crafts to do at home and regular phone support.

Mission without Borders: Staff went on-line to support churches working with vulnerable communities in Eastern Europe badly affected by Covid-19.

Latin Link: Paul and Ruth Turner arrived on furlough in UK just before the lockdown in Peru to be with their respective elderly parents, one in Sheffield and one in Northern Ireland. Unable to return to Peru, they have been supporting their Latin American churches on-line from their joint base in Northern Ireland.

At St Mark's we have responded to the above with both prayer and practical support. Despite our own financial concerns, the PCC maintained the church tithe and £36,000 was distributed in 2020 to mission organisation;

- £24,000 was shared by our main mission partners
- Smaller sums went to a range of organisations, both at home and overseas
- 200 lads at HMYOI Wetherby received Easter, mid-summer and Christmas gift bags and Bible comics to help the tedium of lockdown.

With the church closed and mission partners unable to visit, prayer support became an even more vital link. Week by week, each mission partner was prayed for on a daily basis, thanks to Frances Bryant and a dedicated team who prepared the Midday prayers. All of this is summed up in a message received from one of the lads in Wetherby YOI- 'Thank you St Mark's for your support when it was most needed'



St Mark's Mission Support Group Allocation of the Budget 2020

LONG TERM MAIN MISSION PARTNERS

Home

Caring for Life	£4,000
Wellspring Therapy and Training	£3,000
In2Out	£3,000
Lifeline	£3,000

International

Latin Link	£4,000
Artizan International	£4,000
Mission without Borders	£3,000
Total to main mission partners	£24,000

UNALLOCATED

Unlike in previous years, the MSG did not consult the congregation regarding the unallocated. This was difficult decision, but we received so many requests from organisations that we support already, that we concentrated on these.

Home

Bishop's Diocesan request	£2,000
A Rocha	£1,000
CMS Chris and Anna Hembury, Hull	£1,000
Farming Community Network (N Yorkshire)	£1,000
Harrogate Food Bank	£1,000
Easter Outreach, Wetherby YOI and IDAS	£600
Harrogate Homeless project	£500
Christmas Outreach Wetherby YOI and IDAS	£500
Harrogate Clothes Bank	£250

Overseas

Open Doors	£1,000
YFC Knysna, South Africa	£1,000
Shalom Décor, Ecuador	£600
DEC/Tearfund appeal	£500
Bishop's Sudan appeal	£500
EmbraceME Lebanon appeal	£500

Total Mission Giving at Home and Overseas £35,950

Cathy Meadows

OPERATIONS REPORT

INCLUDING FINANCE AND GENERAL PURPOSES

Everything carried out in terms of operations this last year has been dictated by the risks and guidance around Covid-19.

After the initial lockdown and the period when clergy broadcast services from their homes, together with clergy and wardens, Andy quickly pulled together a strategy to ensure the church was Covid safe: pews were thinned out, a one-way system was created and supplies purchased and installed. Covid guidelines and restrictions continue to change intensifying difficulties and necessitating research and on the spot thinking.

‘St Mark’s has been blessed with many people willing to spend time and share their gifts.’

In late summer, we had to say goodbye to Andy, Doug and Simon and to think about how the office administration and operations could work more economically. It was decided that these two posts be merged into the one role of Office Manager whose aim would be to call upon and have oversight of volunteers to help manage and run our church.

St Mark’s has always been blessed with many people willing to spend time and share their gifts in volunteer work and our continued thanks go to them and to the many more people who have stepped up to form new teams: housekeeping team – cleaning our church; estate management team – looking after repairs and managing alterations; AV (audio visual) team – sourcing, buying equipment, learning how to use it and broadcast. Numerous others have supported us in church and in the office. This will be the model of how we run church in future.



ChurchSuite came into its own once services were allowed in church as the ticketing facility allowed booking seats according to bubbles and to church capacity. We have maintained a 2m distancing policy throughout. MyChurchSuite will be rolled out across the worshipping community in the very near future – this will be an exciting step forward as church family will have easier links to controlled information and to such things as rotas, and this in turn should take future pressure off the office whilst at the same time allowing people greater digital connection.

And finally, our new vicar Mike and his wife, Liz arrive shortly and another team of volunteers have been working for months in getting the vicarage ready. This has entailed liaising with the Diocese, builders and contractors and carrying out much practical work themselves - our thanks go to them.

Health and Safety

A fire risk assessment of the building was carried out by Praxis 42 in October, free of charge, and we have been working to implement the small number of remedial actions required, together with carrying out weekly testing of fire alarm and defibrillator, and monthly checks of emergency lighting and green push buttons. These are all recorded.

Work is being carried out on looking at fire marshalling, training and practice fire drills. Staff team have already completed an online fire safety course. This will be rolled out for other church members.

Neil Meadows is now the new Health and Safety Officer and I will be completing a Health and Safety Level 3 Course so that we can work together on H&S. Roger Elliot is our H&S Consultant. There have been no major health and safety issues recorded this year.

Tim Cundy

FABRIC REPORT

During 2020, we have continued with all routine maintenance and servicing, although there has been greatly reduced use of the building during the year.

In the Summer, after a very wet spell of weather, a large damp patch on the North West of the Nave was causing some delamination of the stonework. After inspecting the high level rain hoppers using a drone, we erected a scaffold tower inside the church to allow closer inspection. After that inspection and monitoring, we concluded that after scraping off and brushing down the loose stonework, we could safely allow the stonework to dry out naturally once the heating was turned on again. This is still being monitored.

Also, we hope that we have also solved the long term problem of a leak by the spiral staircase in front of the Office door.

Since Andy Wilson’s departure, we have recruited a volunteer maintenance team and are very grateful for their practical skills and expertise in carrying out minor repairs.

The new substation was completed during the Spring, but not fully commissioned by Northern Powergrid until September as there was a large amount of recabling in the neighbourhood which was required as part of the overall project, and could not be carried out until the summer holiday period. We expect the handover of the old substation building in early 2021, once the final clearance of all equipment and asbestos, and structural repairs are completed.

Licy Dorsey

HARROGATE DEANERY SYNOD REPORT

Like so many other events planned for 2020, most of our Harrogate DS meetings were cancelled last year, and we only met once, face to face, on 10th February at St John's Church, Bilton and once on Zoom on 1st December.

10/2/20: There were 8 clergy and 19 lay members present, with 14 clergy and 13 lay members sending apologies. The weather was appalling and our Area Dean thanked those present for coming on such a dreadful evening.

Rev. Simon Dowson led a simple act of evening worship.

Good news from the Deanery:

1) From St John's, Bilton

After a couple had offered a legacy of £25,000, providing it was put towards youth work, this figure was topped up by fund raising enough to employ a Youth worker for 3 years and, following interviews, Emma James (a member of St. Mark's) was appointed, and took up her post at St John's and St. Luke's from mid-April 2020.

2) Harrogate Alpha courses

In January, Harrogate Kairos Church, with 12 other churches (Anglican, Methodist, Pentecostal, Free Church and Baptist included) launched 14 ecumenical Alpha courses.

3) From Pannal Church

In an effort to "grow children as Christians," a mid-week, after school "Crumpet service" was launched. The first service attracted approximately 100 people including about 66 children.

4) Parish Giving Scheme (PGS.)

Janet Edmond, Diocesan Stewardship Officer, presenting. She talked about: what is PGS, how it works, its unique benefits, the feedback from pilot schemes and how to register for the PGS. She said that the scheme was launched in 2008 to support Parishes and Benefices, with Leeds Diocese joining in January 2020, after running a pilot scheme in 2019. A Direct Debit system is used by the Diocese and through this, the original amount given is paid directly into the Parish's bank account by the 10th of the month and, as soon as it has been received from HMRC, Gift Aid is also paid in. This way, the Gift Aid is received by the Parishes much sooner than when not using the PGS, thus helping cash flows.

There is an option within the scheme for people to donate anonymously and the Parish be able to claim Gift Aid on the donation, and also an option to increase regular donations in line with inflation, members were told.

Janet said the scheme is funded by the participating Dioceses giving £50 for each Parish, but after 3 years a proportional cost will be involved.

5) **Children and Youth Work**, presented by Anne Carter (Children, Young People and Families Team.)

Anne spoke about how the Young People and Families Diocesan team worked to support Goal 5 of the Diocesan Strategy and the help it could offer to Parishes within Harrogate Deanery to work towards this goal. Many might aspire to ensure that a child encounters Christ and that his/her Christian faith "enhances lives" but not everyone has the self confidence and/or the knowledge of how to go about it. Anne, as the first point of contact for the Ripon Episcopal Area, is there to offer support as part of the Children, Young People and Families Diocesan team of 6 - all with differing skills - who are there to advise, train and help towards undertaking the Diocesan initiatives which are:

a) to support mission outreach, such as Messy Church and All Age Worship.

b) to encourage partnership with schools.

c) to support children, teens and young adults in church, including Baptism, Confirmation and Toddler Groups.

The team can help to encourage and nurture children and young people's faith in tried and tested ways, which might previously not have been considered.

The meeting closed in prayer.

1/12/20: Unfortunately, the minutes of this meeting have not yet been approved, but the agenda lists:

Opening prayers, followed by usual agenda business.

Speaker: Jonathan Wood, Diocesan Secretary.

Diocesan "Rhythm of Life Initiative."

Good news from the Deanery.

Farewells and vacancy updates.

Prayer breakout rooms.

Deanery Finance.

Closing prayers.

Dan Watts & Mark Siddall

SAFEGUARDING REPORT

Parish Safeguarding Checklist

At St Mark's Harrogate we recognise that the few who are determined to harm children or adults, deliberately seek out groups or organisations where they can meet children or other vulnerable people. The Church is particularly susceptible to these people. Creating and maintaining a safeguarding culture will discourage them from becoming involved for the wrong reasons and make it difficult for them to harm or abuse children or adults if they do. We recognise that safeguarding is everybody's responsibility at St Mark's to create a culture where everyone is safe.

In order to assist with the creation of a safeguarding culture we have as a PCC:

Appointed:

- Mark Siddall to be the designated Parish Safeguarding Officer (PSO) to work with the incumbent and PCC.
- Susie McQuade to be the Safeguarding administrator and oversee the Safer recruitment of all volunteers, church officers and staff team members.

The PSO is supported, trained and given a copy of the parish safeguarding policy and procedures;

Safer Recruitment practice by:

- Appointing all church officers who work with children, young people and or vulnerable adults are recruited in line with the principles outlined in House of Bishops' Safer Recruitment practice guidance including regular DBS applications.
- Ensuring all volunteers have completed safeguarding training provided by the Church of England.
- Providing appropriate insurance to cover for all activities undertaken in the name of the PCC which involve children and vulnerable adults;

Displayed:

- A formal adoption of the House of Bishops 'Promoting a Safer Church; safeguarding policy statement' is signed on behalf of the PCC and presented at APCM
- Contact details of Incumbent & Churchwarden
- Contact details of the PSOs the Diocesan Safeguarding Team – including phone, email and website details and Information about where to get help with child and adult safeguarding issues, domestic abuse and key helplines e.g. ChildLine
- A hard copy of the Diocese Safeguarding Manual 'A Safer Church' which acts as our Parish Safeguarding Handbook.
- Copies of our safeguarding policies for Children, vulnerable adults and domestic violence as well as whistle blowing.

Responded by:

- Promoting an environment, which is welcoming and respectful and enables safeguarding concerns to be raised and responded to openly, promptly and consistently;
- Agreeing policies and procedures:
 - deal promptly with safeguarding allegations or suspicions of abuse in accordance with the relevant policy and practice guidance and in consultation with the Diocesan Safeguarding Adviser;
 - Report all safeguarding concerns or allegations against church officers to the Diocesan Safeguarding Adviser;
 - ensure that known offenders or others who may pose a risk to children and/or vulnerable adults are effectively managed and monitored in consultation with the Diocesan Safeguarding Adviser;

- Complying with all data protection legislation especially in regard to storing information about the 'church workforce'. Including volunteers and any safeguarding records;
- Providing an "activity risk assessment" tool for each those involved in activities associated with either children or vulnerable adults, and run in the name of the Church.

Review and Report Progress by:

- Inviting the PSO to regularly report on safeguarding in the parish. Safeguarding has been added as a standing agenda item at each PCC meeting.
- Reporting to the APCM in an annual report in relation to safeguarding. In the PCC's annual report will be a statement which reports on progress and a statement as to whether or not the PCC has complied with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding.

Supported the Hiring of Church Premises by:

- Developing and updating its agreement with any person/body wishing to hire church premises stating whereby the person/body hiring the premises agrees:
 - † to comply with the relevant safeguarding guidance issued by the House of Bishops and the diocese.
 - † ensure that children and vulnerable adults are protected at all times, relevant staff have had appropriate DBS checks and that all reasonable steps have been taken to prevent injury, illness, loss or damage occurring.

- † Ensuring that all those hiring church premises carry full public liability insurance for this, or are covered through the church insurance (for example hire for a children's party).

Support & Compliance:

The measures identified in the list above are checked during parish visitations and as to date no actions are outstanding.

Richard Marjoribanks

TREASURER'S REPORT

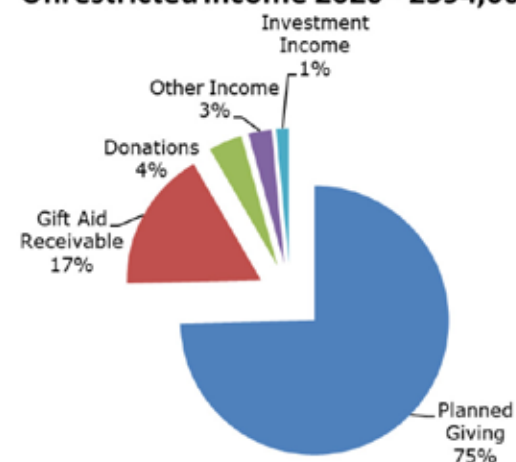
Headlines:

- Deficit for the year of £8,341 on our Unrestricted Reserves
- Over £390,000 spent to support Mission & Ministry in our Parish, Diocese and Overseas
- Free Reserves fell slightly to 2.7 months costs based on 2021 plans
- Income falls by £57,000 and expenditure cut by a similar amount to balance the books
- Budget challenges ahead for 2021

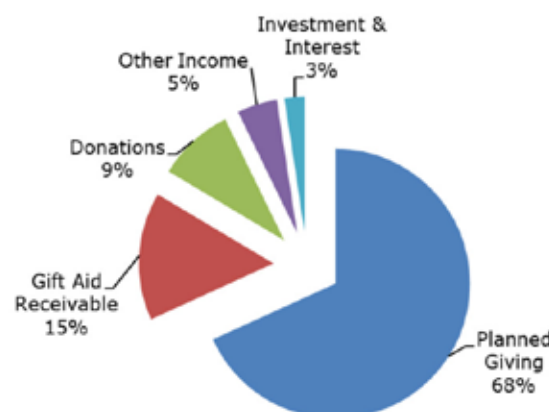
The pandemic dominated all aspect of our lives during 2020 and the St Mark's finances were no exception. With the building closed for much of the year, we lost lettings income of £9,000 and core Planned Giving Income and Gift Aid fell by nearly £21,000. We also lost income of just under £5,000 on our investment property as the house became vacant just before the first Lockdown and we only secured a new tenant in late June. We are fortunate, and extremely grateful, that the monthly giving to the church via the bank only fell by 5% and that, despite many families being affected financially by the pandemic and church services being moved online in March, our core financial support remained largely intact.

Total incoming resources on Unrestricted Funds fell by £69,000 in 2020 for the reasons outlined above and the fact that in 2019 we received on-off donations of around £20,000 that were not repeated in 2020.

Unrestricted Income 2020 - £394,000

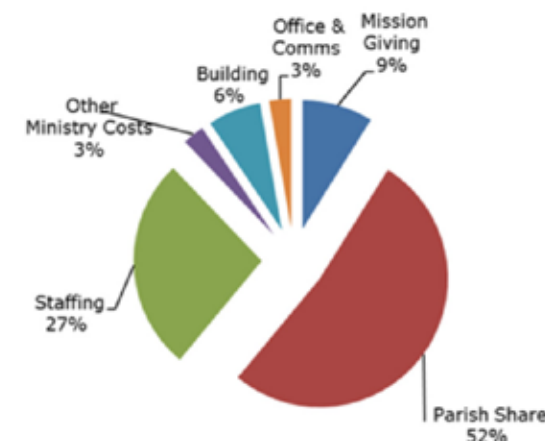


Unrestricted Income 2019 - £456,000



In response to the drop in income, the PCC was faced with some difficult decisions to try and balance our budget with our staffing levels the main controllable cost. As a result, we took the decision to make the two cleaner caretakers redundant in August when it became clear that there was not a job to do and furlough support was being withdrawn. We also decided we were unable to reappoint an Operations Manager when the role became vacant and merged that job with the Administrator one to create an Office Manager position. This has meant that we have had to rely on volunteer support in cleaning and managing the building. This will remain the situation for the foreseeable future. Many of our smaller costs fell due to the lockdowns and we did not have to incur significant expenditure on the building fabric.

Unrestricted Expenditure 2020 - £403,000

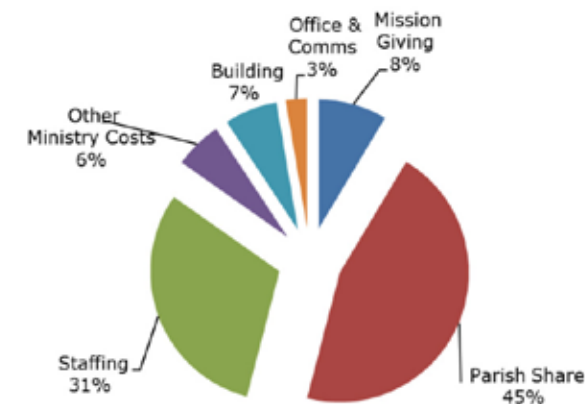


We were able to maintain our Parish Share payments at the full level requested by the Diocese throughout 2020 (a 2.1% increase on 2019) and are expecting to be able to do so until at least June 2021. At that point we expect to have to review our payments to maintain the minimum reserves level set by the PCC. The Parish Share represented 52% of our total expenditure in 2020.

As our unrestricted income has fallen by 13% compared with 2019, the PCC decided that the Mission Support Tithe should be based on the current year core income – in the past we have always calculated the tithe on income in the previous year. As a result, the Mission Support Giving in 2020 has fallen from £41,563 to £36,143. We hope to continue to maintain this 10% tithe in future. The allocation of this giving is administered on behalf of the PCC by the Mission Support Group.

With the lower staff expenditure planned for 2021, our financial 'free' reserves at the end of the year, at £93,446, represented 2.7 months of expenditure. These are the Unrestricted Funds that are not designated for a specific purpose or tied up in Fixed Assets and are down from £97,408 at the end of 2019.

Unrestricted Expenditure 2019 - £453,000



Reserves policy

The PCC has reviewed its policy on the minimum level of unrestricted reserves that should be maintained. Whilst recognising that a faith organisation such as a Church should perhaps operate on a nil reserves basis, this policy has been arrived at in light of the statutory responsibilities to the staff employed by the PCC, should income reductions require a reassessment of the number of paid positions, as well as the time required to seek additional financial support to fund the Church's vision for mission. The potential for the one-off substantial repair liabilities that can arise from the quinquennial inspection has also been considered. Reserves represented by tangible fixed assets will be excluded as they are by nature not immediately realisable. The PCC also took note of the minimum reserves policy adopted by the Diocese of Leeds. It has therefore been decided that St Mark's will fall in line with our Diocesan policy and will aim to have a minimum level of liquid reserves representing two months of normal ongoing expenditure. The PCC had previously set a target reserves level of three months expenditure.

Facts & figures

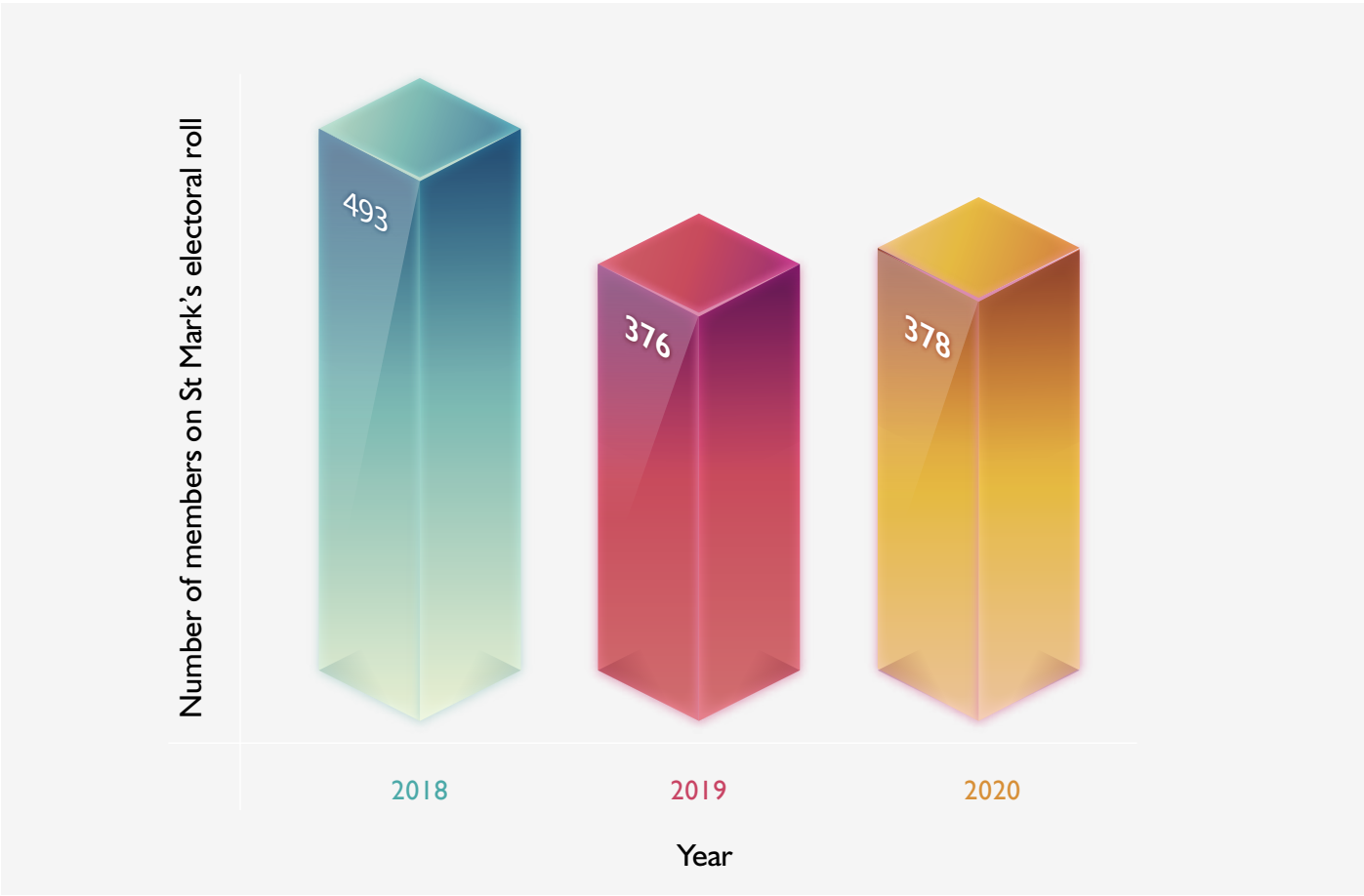
IN-PERSON ATTENDANCE AND ONLINE VIEW FIGURES OCTOBER & CHRISTMAS SERVICES 2020

DATE	IN-PERSON		ONLINE VIEWS	
	9AM (NOT STREAMED)		10AM	11AM
04TH OCT	45	-	188	191
11TH OCT	26	-	147	103
	9AM	10.30AM	9AM	10.30AM
18TH OCT	42	36	247	445
25TH OCT	45	42	166	270

SERVICE	IN-PERSON	ONLINE VIEWS	SERVICE	IN-PERSON	ONLINE VIEWS
CHRISTINGLE	58	210	4PM NATIVITY	99	103
YOUTH GATHERING	45	69	MIDNIGHT COMMUNION	65	75
SAT CAROL SERVICE	159	31	9AM CHRISTMAS DAY	30	69
SUN CAROL SERVICE	170	46	10.30AM CHRISTMAS DAY	66	117

*View count is based on YouTube analytics taken from the date of the event until 23rd Feb and therefore includes live views and watch again. YouTube counts a views when: A user intentionally initiates the watching of a video. The user watches it on the platform for at least 30 seconds. Views do not mean the user has watched for the total broadcast time and includes repeat views from the same person therefore views should be considered alongside watch time and other analytics.

ELECTORAL ROLL



OCCASIONAL OFFICES



BAPTISMS
3



WEDDINGS
1



FUNERALS
5 IN CHURCH 8 AT THE CREMATORIUM

PCC leadership & make up 2020

WHAT IT IS AND WHAT IT DOES

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Measure. The appointment of PCC members is governed by and set out in the Church Representation Rules. St Mark's PCC has the responsibility for co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church building. It seeks to promote the following stated priorities: to worship the living God; to grow in faith; to serve the people of our parish and community; to share Christ's love and truth through our living witness; to deepen our links with the world-wide church; to work for justice and peace and to care for creation.

The PCC oversees the church's strategic and annual plan, agrees the budget, and monitors progress made against both of these. It oversees the appointment of the members of the leadership team.

Membership 2020: Associate Minister: The Revd. Dan Watts (Standing Committee); Curate: The Revd. James Handley; Curate: The Revd. Kim Mason (Standing Committee); Associate Vicar: The Rev John Duff; Church Wardens/ Standing Committee: Mrs Alison Glover and Mr David Ferguson; Reader Representative: Mrs Ruth Cundy; Deanery Synod Representatives: Mrs Licy Dorsey (Disability Officer) and Dr Susan Atkin. Elected members: Mr Keelan Glendinning, Mr John Hammerton, Mrs Rebecca Onslow, Mr Alan Stokes, Mr Wayne Brown, Mrs Sara Ferguson, Mr Mike Procter (Tree Officer), Mr Neil Tunnicliffe, Mrs Carol Bexon, Mrs Carol Bracher (second term), Mrs Ann FitzGerald (PCC Secretary/ Standing Committee), Mr Richard Marjoribanks (Treasurer/Standing Committee), Mr Mark Siddall (Parish Safeguarding Officer), Mrs Gail Vlack, Mrs Deborah Booth (Environment and Sustainability Officer).

Ceased during 2020: Mrs Charlotte Clarke, Mr Bruce Blackburn, Mr Matthew Haley, Miss Anna Pattison, Mr Stephen Gibbin, Mrs Pat Sutcliffe, Mr Paul Clarke, Mr John Sutcliffe and Miss Grace Hart

Not on PCC but in a designated role and will attend as required: Natalie Jones (Youth Pastor); Tim Cundy (Deputy Warden); Catherine Gibbin (Pastoral Director); Janet Green (Information & Communications Officer); Frances Bryant (Prayer Co-ordinator); Shirley Jones (Prayer Ministry Co-ordinator); Suzie McQuade (Safeguarding Administrator), Cathy Meadows (Office Manager/ Electoral Roll Officer); Neil Meadows (Health & Safety Officer).

Other PCC committees/groups:-

The Standing Committee 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, and oversees the week-by-week operations and the finances of the church. The PCC has two other main sub-committees:

The Strategic Planning Group – which prepares the church's annual strategic/mission plan for the consideration and approval of the PCC, and monitors progress against that plan;

The Estates Management Committee – which meets regularly to review and advise on the maintenance of the church infrastructure and estate and the day-to-day management of the building.

Other committees include the **Mission Support Group**, which aims to engender understanding, involvement and commitment to world-wide mission within St Mark's, and is chaired by Jose Rhodes.

In 2020, in response to the COVID-19 pandemic and circumstances of the interregnum, the PCC has met monthly instead of quarterly as previously. The future pattern of meetings will be reviewed in 2021 when our new incumbent is in place and (we hope) the pandemic has subsided. The new pattern of meetings will have at its heart the need:

- First, to agree and adopt an annual strategic/ mission plan and a supporting budget at the start of each calendar year
- To review and approve the annual report, and consider proposals which are required for the consideration of the Annual Parochial Church Meeting in April
- To review progress against the strategic/mission plan as the year progresses
- From the autumn onwards, to consider and approve the next year's plan – and so on in a repeating annual cycle.
- PCC members are encouraged to join the teams/ groups that deliver the plan, though not at a level that would create conflicts of interest.

New PCC members are given information pertinent to their role as members of the PCC and are eligible to attend Diocesan training courses as appropriate. Those attending courses are asked to report back to PCC.

Risk Management: The PCC acknowledges its responsibility to identify, assess and manage the major risks to which it is exposed. It is developing a register of major risks and continues to enhance plans to ensure that systems and processes are in place to mitigate exposure to these risks. Major risks arise from a variety of aspects of the church's internal operations and external environment, including security, health and safety and finance and individual policies and procedures have been developed to address many of these areas. Monthly financial reports are submitted to PCC and budgets agreed before the start of each year. The PCC is further developing procedures to meet its responsibilities in this area and monitoring implementation of the necessary mitigating actions.

Conflicts Policy: The PCC has adopted a policy to identify any conflicts of interests that any member may have that may exist which could potentially affect the proper operation of the Council. Potential conflicts can arise where a PCC member has a personal interest or involvement in an organisation which the PCC intends to support financially or from which the PCC propose to purchase goods or services. A standard agenda item at the start of every meeting gives opportunity for PCC members to declare potential conflicts that may arise in the course of the meeting and members are also required to declare any conflicts that arise during the course of discussion that had not been identified at the start of the meeting. Conflicts so declared are recorded in the minutes of the meeting along with any action taken to deal with the conflict. Conflicted members will abstain from voting on the relevant issue and may be asked to leave the meeting during discussion if felt necessary. A Register of Interests is completed by all PCC members following the APCM each year.



St Mark's

smch.org.uk   

Visit St Mark's Church, Leeds Road, Harrogate HG2 8AY

Call 01423 544528 **Email** office@smch.org.uk

PAROCHIAL CHURCH COUNCIL OF
ST MARK'S HARROGATE
(CHARITY REG 1134657)

INDEPENDENT EXAMINER'S REPORT
AND
ANNUAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE (CHARITY REG 1134657)

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
THE PCC OF ST MARK'S CHURCH HARROGATE**

ON ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Respective Responsibilities of the PCC and Examiner

The PCC are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year under section 144 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,
- 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
- 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 PCC 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 Charities Act

have 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.

D T Kitson FCCA
Bulmer & Co
Chartered Certified Accountants & Statutory Auditors
2 Mount Parade
Harrogate
HG1 1BX

Date 14/5/ 2021

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

STATEMENT OF FINANCIAL ACTIVITIES

For the Year Ended 31 December 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds	
				2020 £	2019 £
INCOMING RESOURCES					
Incoming Resources from Donors	2a	377,042	13,900	390,942	438,293
Income from Charitable and Ancillary Trading	2b	8,045	-	8,045	19,053
Other Ordinary Incoming Resources	2c	4,221	-	4,221	3,094
Income from Cash Deposits	2d	273	-	273	493
TOTAL INCOMING RESOURCES		389,581	13,900	403,481	460,933
RESOURCES USED					
Mission & Charitable Giving	3a	36,143	-	36,143	41,563
Activities directly relating to the Work of the Church	3b	356,463	12,079	368,542	414,711
Church Management & Administration	3c	10,742	-	10,742	12,176
Resurrected Bites Transfer	12	-	-	-	6,766
TOTAL RESOURCES USED		403,348	12,079	415,427	475,216
NET INCOMING (OUTGOING) RESOURCES		(13,767)	1,821	(11,946)	(14,283)
Investment Property	5	5,426	-	5,426	10,325
Fair Value Gain on Investment Property		-	-	-	-
NET MOVEMENT IN FUNDS		(8,341)	1,821	(6,520)	(3,958)
Balances Brought Forward at 1 January 2020 (2019)	11	115,830	333,725	449,555	453,513
BALANCES CARRIED FORWARD AT 31 DECEMBER 2020 (2019)	11	107,489	335,546	443,035	449,555

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

BALANCE SHEET

31 DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Investment Property	5	310,000	310,000
Tangible Fixed Assets	6	9,056	11,725
CURRENT ASSETS			
Debtors & Prepayments	7	22,273	28,183
Cash at Bank and in Hand	8	114,074	118,459
		136,347	146,642
LIABILITIES - Amounts Falling Due Within One Year	9	(12,368)	(18,812)
NET CURRENT ASSETS		123,979	127,830
TOTAL ASSETS LESS CURRENT LIABILITIES		443,035	449,555
NET ASSETS	10	£443,035	£449,555
FUNDS			
Unrestricted	- Undesignated 11	93,446	97,408
	- Designated 11	14,043	18,422
Restricted	11	335,546	333,725
		£443,035	£449,555

Approved by the Parochial Church Council on 10 March 2021 and signed on its behalf by: -

RJB Marjoribanks

(Treasurer)

Mrs Alison Glover

(Chair)

The attached notes form part of these Accounts

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

STATEMENT OF CASH FLOWS

For the Year Ended 31 DECEMBER 2020

	Note	2020 £	2019 £
<u>Reconciliation of operating income to net cash inflow (outflow) from operating activities</u>			
Net incoming (outgoing) resources for the year		(11,946)	(14,283)
Adjustments for:			
Depreciation		5,267	4,443
(Increase) decrease in Stock		-	773
(Increase) decrease in Debtors		5,910	6,757
Increase (decrease) in Creditors		(6,444)	4,029
Interest Receivable		(273)	(493)
Net cash inflow (outflow) from operating activities		<u>(7,486)</u>	<u>1,226</u>
STATEMENT OF CASH FLOWS			
Net cash inflow (outflow) from operating activities		(7,486)	1,226
Returns on investments			
Interest Received		273	493
Income from investment property	5	5,426	10,325
Investing activities			
Purchase of tangible fixed assets	6	(2,598)	(1,499)
Net cash inflow (outflow)		<u>(4,385)</u>	<u>10,545</u>
Cash at bank and on hand at beginning of year		118,459	107,914
Cash at bank and on hand at end of year	8	<u>£114,074</u>	<u>£118,459</u>

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

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 Statement of Recommended Practice: Accounting & Reporting by Charities preparing their accounts in accordance with Financial Reporting Standards applicable in the United Kingdom & Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom & Republic of Ireland (FRS102), Church Accounting Regulations 2006 and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

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.

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.

Incoming Resources

Voluntary Income & Capital Sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under covenant and gift aid is recognised only when received.

Income tax recoverable on gift aid donations is recognised in the period that the underlying donation is received.

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 the bookstall and all church events are accounted for gross.

Other Ordinary Income

Rental income from the letting of church premises is recognised when the rental is due.

Income from Investments

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

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.

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

1. ACCOUNTING POLICIES (continued)

Resources Used

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 or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these Accounts as an operational (though not a legal) liability if there is a realistic expectation that the arrears will be paid within the following year and is 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) 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 improvements, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Other Property

Freehold property owned by the church is held at fair value within the accounts.

Fixtures, Fittings and Office Equipment

Equipment used within the church premises is depreciated on a straight line basis over 4 years from the date they are brought into use. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Investments

Investments are valued at market value at 31 December. The fair value is based on a professional valuation.

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 uncollectable.

Stock

Stock is valued at the lower of cost and net realisable value.

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

2. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	2019 £
2a) Incoming Resources from Donors				
Planned Giving – via Bank	282,818	-	282,818	296,997
Income Tax				
Recovered/Recoverable	66,649	-	66,649	69,829
Planned Giving – via Envelopes	11,120	-	11,120	14,472
Collections	1,098	-	1,098	6,891
Sundry Donations & Legacies	15,357	13,900	29,257	50,104
	<u>377,042</u>	<u>13,900</u>	<u>390,942</u>	<u>438,293</u>
2b) Income from Charitable Ancillary Trading				
Church Lettings	6,532	-	6,532	15,686
Toddler Groups	888	-	888	2,071
Wedding & Funeral Fees	532	-	532	890
Bookstall	93	-	93	406
	<u>8,045</u>	<u>-</u>	<u>8,045</u>	<u>19,053</u>
2c) Other Ordinary Incoming Resources				
Solar Panel Feed-In Tariff	3,082	-	3,082	3,094
Insurance Claim	1,139	-	1,139	-
	<u>4,221</u>	<u>-</u>	<u>4,221</u>	<u>3,094</u>
2d) Income From Cash Deposits				
Interest	<u>273</u>	<u>-</u>	<u>273</u>	<u>493</u>

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

3. RESOURCES USED

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	2019 £
3a) Mission & Charitable Giving				
Home Mission Partners Relief and Development Agencies	14,101	-	14,101	18,917
Overseas Missions Partners	6,600	-	6,600	5,992
Miscellaneous	12,020	-	12,020	14,278
	3,422	-	3,422	2,376
	<u>36,143</u>	<u>-</u>	<u>36,143</u>	<u>41,563</u>
3b) Activities Directly Relating to Work of the Church				
Ministry – Diocesan Parish Share	210,243	-	210,243	205,947
Kairos Connexion	-	-	-	3,083
Other Ministry Costs	2,187	-	2,187	4,599
Building Running Costs	26,093	1,408	27,501	29,022
Major Repairs/Projects	690	-	690	1,125
Upkeep of Services	3,056	1,419	4,475	9,151
Adult Ministry	81	-	81	1,658
Youth & Children's Ministry	2,821	-	2,821	3,220
Kitchen, Hospitality & Catering	465	-	465	4,824
Staff Cost [note 4]	108,332	752	109,084	145,681
Training	625	-	625	715
Hardship Fund	1,710	-	1,710	1,681
Gifts	84	-	84	540
Kingdom Life	-	8,500	8,500	2,162
Bookstall	76	-	76	1,303
	<u>356,463</u>	<u>12,079</u>	<u>368,542</u>	<u>414,711</u>
3c) Church Management & Administration				
Telephone, Postage & Office Supplies	2,790	-	2,790	5,077
General Administration Costs	818	-	818	412
Computer & Software	1,517	-	1,517	1,861
Legal Fees	-	-	-	35
Independent Examiner's Fee	350	-	350	348
Depreciation	5,267	-	5,267	4,443
	<u>10,742</u>	<u>-</u>	<u>10,742</u>	<u>12,176</u>

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	2019 £
4. STAFF COSTS				
Salary Costs (including Associate Minister)				
Stipend & Salaries	105,409	752	106,161	140,585
Social Security Costs	1,189	-	1,189	2,816
Pension Costs	1,734	-	1,734	2,280
	<u>108,332</u>	<u>752</u>	<u>109,084</u>	<u>145,681</u>
 Ministry Staff	 62,657	 -	 62,657	 79,250
Administration & Communications Staff	40,457	752	41,209	53,989
Cleaning Staff	5,218	-	5,218	12,442
	<u>108,332</u>	<u>752</u>	<u>109,084</u>	<u>145,681</u>

The Associate Minister is part-funded by the Diocese.

5. INVESTMENT PROPERTY

	Freehold Land & Buildings £
Cost / Fair Value	
At 1 January 2020	310,000
Fair Value Adjustment	-
At 31 December 2020	<u>310,000</u>

Investment Property – 30 Halstead Road, Harrogate.

The property was professionally valued as at 31 December 2020. No depreciation is charged on the investment property so the above Fair Value also represents the Net Book Value. The original cost was £113,303.

	2020 £	2019 £
Income		
Rent Received	6,968	12,600
Property Expenses	(1,542)	(2,275)
Net income	<u>5,426</u>	<u>10,325</u>

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

6. TANGIBLE FIXED ASSETS

	Computers £	AV Equipment £	Total £
<i>Computers & Audio Visual Equipment</i>			
Cost			
At 1 January 2020	2,648	15,998	18,646
Additions in the year	2,598	-	2,598
At 31 December 2020	5,246	15,998	21,244
Depreciation			
At 1 January 2020	730	6,191	6,921
Charge in the year	1,256	4,011	5,267
At 31 December 2020	1,986	10,202	12,188
Net Book Value			
At 31 December 2020	3,260	5,796	9,056
At 31 December 2019	1,918	9,807	11,725

7. DEBTORS

	2020 £	2019 £
Debtors	194	2,447
Prepaid Expenses	5,070	5,407
Accrued Income – including Gift Aid	17,009	20,329
	22,273	28,183

8. CASH AT BANK & IN HAND

CBF Church of England Deposit Account	59,401	59,149
Bank Current Accounts – CAF Bank Ltd	54,478	58,975
Cash in Hand & Floats	195	335
	114,074	118,459

9. LIABILITIES - AMOUNTS FALLING DUE WITHIN ONE YEAR

Creditors	3,757	3,755
Accrued Expenses	1,872	1,320
Other Liabilities	6,739	13,737
	12,368	18,812

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

10. ANALYSIS OF NET ASSETS BY FUND

	Un- restricted £	Restricted £	Total £
Investment Property	-	310,000	310,000
Tangible Fixed Assets	9,056	-	9,056
Current Assets	110,801	25,546	136,347
Current Liabilities	(12,368)	-	(12,368)
Fund Balance at 31 December 2020	107,489	335,546	443,035

11. SUMMARY OF FUND MOVEMENTS

	Balance at 01/01/20 £	Incoming Resources £	Resources Used £	Transfers £	Balance at 31/12/20 £
<i>Restricted Funds</i>					
Organ Fund	1,962	-	(42)	-	1,920
Kitchen & Catering	6,559	-	-	-	6,559
Flowers	228	100	(68)	-	260
Other Restricted					
Grants (see note)	-	5,300	(3,321)	-	1,979
Harrogate Clothes					
Bank	237	8,500	(8,648)	-	89
2018 Gift Day	14,739	-	-	-	14,739
	23,725	13,900	(12,079)	-	25,546
Fixed Assets - Investment Property	310,000	-	-	-	310,000
	333,725	13,900	(12,079)	-	335,546
<i>Unrestricted Funds</i>					
<i>Designated</i>					
Tangible Fixed					
Assets	11,725	-	(4,994)	2,325	9,056
Music & Choir	3,836	-	-	-	3,836
Discretionary					
Hardship Fund	2,861	-	(1,710)	-	1,151
	18,422	-	(6,704)	2,325	14,043
<i>Undesignated</i>					
General Reserve	10,759	395,007	(396,644)	(2,325)	6,797
Legacies	86,649	-	-	-	86,649
	97,408	395,007	(396,644)	(2,325)	93,446
	115,830	395,007	(403,348)	-	107,489
Total Funds	449,555	408,907	(415,427)	-	443,035

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

11. SUMMARY OF FUND MOVEMENTS (continued)

Other Restricted Grants

The following restricted grants were received during the year:

<u>Grant maker</u>	<u>Purpose of grant</u>	<u>Grant amount</u>	<u>Balance remaining</u>
Leeds Diocesan Board of Finance – Covid 19 Emergence Mission Grant	Purchase of equipment for live-streaming of Services	£1,000	-
Allchurches Trust – Hope Beyond Grant	Development of online Services	£2,750	£1,689
North Yorkshire County Council Locality Budget Grant	Purchase of gazebos and other equipment for use in the church grounds	£1,550	£290
		<u>£5,300</u>	<u>£1,979</u>

12. RESURRECTED BITES CAFE

With effect from the end of October 2019, the Pay-As-You-Feel café set up by St Marks was transferred out of the Church into its own Community Interest Company (CIC) and the accumulated reserves transferred over. The St Marks PCC has no legal interest in, or responsibility for, the CIC.

13. AMOUNTS RECEIVED FOR DISTRIBUTION OUTSIDE THE CHURCH

	2020 £	Awaiting distribution at the year-end £
Lighthouse Group	-	290
Resurrected Bites – grant and flower donations	2,601	2,000
Various staff leaving collections	1,447	45
Intern sponsorship	400	400
Family in Need Appeal	975	40
Other miscellaneous	313	112
Christmas Collections 2020	<u>2,701</u>	<u>2,701</u>
	<u>8,437</u>	<u>5,588</u>

The above specific donations received for distribution outside the Church are shown for note only and are not included in income or expenditure. The amount awaiting distribution is included in Other Liabilities.

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

14. VOLUNTEERS

The current work of the Church could not be sustained without the contribution made by many volunteers in all aspects of its ministry. Around 100 members of the congregation assist in various ways. Many activities rely almost entirely on volunteers, either behind the scenes in the running of the church or more visibly during Sunday services. Teams include those helping with: worship, cleaning, flowers, pastoral visiting, hospitality, prayer ministry, toddler groups, youth & children's ministry, sound and visuals, and building management & maintenance. In addition, volunteers are involved in governance through the PCC and Standing Committee. More information is given in the Annual Report.

15. LEASING

The Church has lease agreements in respect of hygiene equipment over five years commencing October 2020 at a cost of £29 per month and a photocopier supplied over five years commencing February 2018 at a rental cost of £67 per month.

16. TRUSTEE & STAFF REMUNERATION

Staff costs are detailed in note 4 and the average number of staff employed was 8 (2019:9). Most staff are employed on a part-time basis. No employee earned more than £60,000 in the year. At the year-end, 5 (2019: 10) people were employed by the PCC. This includes the Associate Minister.

Included in Salaries are the contributions to Leeds Diocesan Board of Finance in respect of the Associate Minister who is a member of the PCC. No other member of the PCC received remuneration from the PCC in the year.

In the year to 31 December 2020, members of the PCC had expenses reimbursed as follows:

	<u>2020</u>	<u>2019</u>
Total expenses paid to PCC members	£4,203	£7,417
The number of PCC members who received payments for expenses incurred	3	3

The nature of the expenses paid were normal clergy expenses such as phone, travel and other reimbursements and payments in respect of other costs properly incurred by PCC members in the performance of their duties.

There are no related party transactions that require disclosure.

The PCC operates a defined contribution pension scheme. Contributions are charged in the period to which they relate [note 4].

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

SIGNIFICANT INFORMATION

The charity's activities are covered in the Annual Report. The charity's governing document is the Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules. The charitable objects are promoting in the ecclesiastical parish the whole mission of the Church.

The Trustees have regard to the guidance issued by the Charity Commission.

Charity Trustees:	See Annual Report
Charity Registered Number:	1134657
Address:	St Mark's Church, Leeds Road, Harrogate, HG2 8AY
Bankers	CAF Bank Ltd & CCLA
Independent Examiner:	D Kitson Bulmer & Co Chartered Certified Accountants 2 Mount Parade Harrogate HG1 1BX

Trustees' Responsibility for the Accounts

Charity law requires the Trustees of the association to prepare a receipts and payments account and a statement of assets and liabilities for each financial year. In addition, the Trustees are responsible for keeping proper accounting records which are sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Association. They are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PAROCHIAL CHURCH COUNCIL OF
ST MARK'S HARROGATE
(CHARITY REG 1134657)

INDEPENDENT EXAMINER'S REPORT
AND
ANNUAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE (CHARITY REG 1134657)

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
THE PCC OF ST MARK'S CHURCH HARROGATE**

ON ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Respective Responsibilities of the PCC and Examiner

The PCC are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year under section 144 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,
- 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
- 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 PCC 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 Charities Act

have 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.

D T Kitson FCCA
Bulmer & Co
Chartered Certified Accountants & Statutory Auditors
2 Mount Parade
Harrogate
HG1 1BX

Date 14/5/ 2021

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

STATEMENT OF FINANCIAL ACTIVITIES

For the Year Ended 31 December 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds	
				2020 £	2019 £
INCOMING RESOURCES					
Incoming Resources from Donors	2a	377,042	13,900	390,942	438,293
Income from Charitable and Ancillary Trading	2b	8,045	-	8,045	19,053
Other Ordinary Incoming Resources	2c	4,221	-	4,221	3,094
Income from Cash Deposits	2d	273	-	273	493
TOTAL INCOMING RESOURCES		389,581	13,900	403,481	460,933
RESOURCES USED					
Mission & Charitable Giving	3a	36,143	-	36,143	41,563
Activities directly relating to the Work of the Church	3b	356,463	12,079	368,542	414,711
Church Management & Administration	3c	10,742	-	10,742	12,176
Resurrected Bites Transfer	12	-	-	-	6,766
TOTAL RESOURCES USED		403,348	12,079	415,427	475,216
NET INCOMING (OUTGOING) RESOURCES		(13,767)	1,821	(11,946)	(14,283)
Investment Property	5	5,426	-	5,426	10,325
Fair Value Gain on Investment Property		-	-	-	-
NET MOVEMENT IN FUNDS		(8,341)	1,821	(6,520)	(3,958)
Balances Brought Forward at 1 January 2020 (2019)	11	115,830	333,725	449,555	453,513
BALANCES CARRIED FORWARD AT 31 DECEMBER 2020 (2019)	11	107,489	335,546	443,035	449,555

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

BALANCE SHEET

31 DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Investment Property	5	310,000	310,000
Tangible Fixed Assets	6	9,056	11,725
CURRENT ASSETS			
Debtors & Prepayments	7	22,273	28,183
Cash at Bank and in Hand	8	114,074	118,459
		136,347	146,642
LIABILITIES - Amounts Falling Due Within One Year	9	(12,368)	(18,812)
NET CURRENT ASSETS		123,979	127,830
TOTAL ASSETS LESS CURRENT LIABILITIES		443,035	449,555
NET ASSETS	10	£443,035	£449,555
FUNDS			
Unrestricted	- Undesignated	93,446	97,408
	- Designated	14,043	18,422
Restricted		335,546	333,725
		£443,035	£449,555

Approved by the Parochial Church Council on 10 March 2021 and signed on its behalf by: -

RJB Marjoribanks

(Treasurer)

Mrs Alison Glover

(Chair)

The attached notes form part of these Accounts

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

STATEMENT OF CASH FLOWS

For the Year Ended 31 DECEMBER 2020

	Note	2020 £	2019 £
<u>Reconciliation of operating income to net cash inflow (outflow) from operating activities</u>			
Net incoming (outgoing) resources for the year		(11,946)	(14,283)
Adjustments for:			
Depreciation		5,267	4,443
(Increase) decrease in Stock		-	773
(Increase) decrease in Debtors		5,910	6,757
Increase (decrease) in Creditors		(6,444)	4,029
Interest Receivable		(273)	(493)
Net cash inflow (outflow) from operating activities		<u>(7,486)</u>	<u>1,226</u>
STATEMENT OF CASH FLOWS			
Net cash inflow (outflow) from operating activities		(7,486)	1,226
Returns on investments			
Interest Received		273	493
Income from investment property	5	5,426	10,325
Investing activities			
Purchase of tangible fixed assets	6	(2,598)	(1,499)
Net cash inflow (outflow)		<u>(4,385)</u>	<u>10,545</u>
Cash at bank and on hand at beginning of year		118,459	107,914
Cash at bank and on hand at end of year	8	<u>£114,074</u>	<u>£118,459</u>

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

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 Statement of Recommended Practice: Accounting & Reporting by Charities preparing their accounts in accordance with Financial Reporting Standards applicable in the United Kingdom & Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom & Republic of Ireland (FRS102), Church Accounting Regulations 2006 and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

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.

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.

Incoming Resources

Voluntary Income & Capital Sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under covenant and gift aid is recognised only when received.

Income tax recoverable on gift aid donations is recognised in the period that the underlying donation is received.

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 the bookstall and all church events are accounted for gross.

Other Ordinary Income

Rental income from the letting of church premises is recognised when the rental is due.

Income from Investments

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

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.

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

1. ACCOUNTING POLICIES (continued)

Resources Used

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 or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these Accounts as an operational (though not a legal) liability if there is a realistic expectation that the arrears will be paid within the following year and is 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) 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 improvements, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Other Property

Freehold property owned by the church is held at fair value within the accounts.

Fixtures, Fittings and Office Equipment

Equipment used within the church premises is depreciated on a straight line basis over 4 years from the date they are brought into use. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Investments

Investments are valued at market value at 31 December. The fair value is based on a professional valuation.

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 uncollectable.

Stock

Stock is valued at the lower of cost and net realisable value.

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

2. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	2019 £
2a) Incoming Resources from Donors				
Planned Giving – via Bank	282,818	-	282,818	296,997
Income Tax				
Recovered/Recoverable	66,649	-	66,649	69,829
Planned Giving – via Envelopes	11,120	-	11,120	14,472
Collections	1,098	-	1,098	6,891
Sundry Donations & Legacies	15,357	13,900	29,257	50,104
	<u>377,042</u>	<u>13,900</u>	<u>390,942</u>	<u>438,293</u>
2b) Income from Charitable Ancillary Trading				
Church Lettings	6,532	-	6,532	15,686
Toddler Groups	888	-	888	2,071
Wedding & Funeral Fees	532	-	532	890
Bookstall	93	-	93	406
	<u>8,045</u>	<u>-</u>	<u>8,045</u>	<u>19,053</u>
2c) Other Ordinary Incoming Resources				
Solar Panel Feed-In Tariff	3,082	-	3,082	3,094
Insurance Claim	1,139	-	1,139	-
	<u>4,221</u>	<u>-</u>	<u>4,221</u>	<u>3,094</u>
2d) Income From Cash Deposits				
Interest	<u>273</u>	<u>-</u>	<u>273</u>	<u>493</u>

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

3. RESOURCES USED

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	2019 £
3a) Mission & Charitable Giving				
Home Mission Partners Relief and Development Agencies	14,101	-	14,101	18,917
Overseas Missions Partners	6,600	-	6,600	5,992
Miscellaneous	12,020	-	12,020	14,278
	3,422	-	3,422	2,376
	<u>36,143</u>	<u>-</u>	<u>36,143</u>	<u>41,563</u>
3b) Activities Directly Relating to Work of the Church				
Ministry – Diocesan Parish Share	210,243	-	210,243	205,947
Kairos Connexion	-	-	-	3,083
Other Ministry Costs	2,187	-	2,187	4,599
Building Running Costs	26,093	1,408	27,501	29,022
Major Repairs/Projects	690	-	690	1,125
Upkeep of Services	3,056	1,419	4,475	9,151
Adult Ministry	81	-	81	1,658
Youth & Children's Ministry	2,821	-	2,821	3,220
Kitchen, Hospitality & Catering	465	-	465	4,824
Staff Cost [note 4]	108,332	752	109,084	145,681
Training	625	-	625	715
Hardship Fund	1,710	-	1,710	1,681
Gifts	84	-	84	540
Kingdom Life	-	8,500	8,500	2,162
Bookstall	76	-	76	1,303
	<u>356,463</u>	<u>12,079</u>	<u>368,542</u>	<u>414,711</u>
3c) Church Management & Administration				
Telephone, Postage & Office Supplies	2,790	-	2,790	5,077
General Administration Costs	818	-	818	412
Computer & Software	1,517	-	1,517	1,861
Legal Fees	-	-	-	35
Independent Examiner's Fee	350	-	350	348
Depreciation	5,267	-	5,267	4,443
	<u>10,742</u>	<u>-</u>	<u>10,742</u>	<u>12,176</u>

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	2019 £
4. STAFF COSTS				
Salary Costs (including Associate Minister)				
Stipend & Salaries	105,409	752	106,161	140,585
Social Security Costs	1,189	-	1,189	2,816
Pension Costs	1,734	-	1,734	2,280
	<u>108,332</u>	<u>752</u>	<u>109,084</u>	<u>145,681</u>
 Ministry Staff	 62,657	 -	 62,657	 79,250
Administration & Communications Staff	40,457	752	41,209	53,989
Cleaning Staff	5,218	-	5,218	12,442
	<u>108,332</u>	<u>752</u>	<u>109,084</u>	<u>145,681</u>

The Associate Minister is part-funded by the Diocese.

5. INVESTMENT PROPERTY

	Freehold Land & Buildings £
Cost / Fair Value	
At 1 January 2020	310,000
Fair Value Adjustment	-
At 31 December 2020	<u>310,000</u>

Investment Property – 30 Halstead Road, Harrogate.

The property was professionally valued as at 31 December 2020. No depreciation is charged on the investment property so the above Fair Value also represents the Net Book Value. The original cost was £113,303.

	2020 £	2019 £
Income		
Rent Received	6,968	12,600
Property Expenses	(1,542)	(2,275)
Net income	<u>5,426</u>	<u>10,325</u>

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

6. TANGIBLE FIXED ASSETS

	Computers £	AV Equipment £	Total £
<i>Computers & Audio Visual Equipment</i>			
Cost			
At 1 January 2020	2,648	15,998	18,646
Additions in the year	2,598	-	2,598
At 31 December 2020	5,246	15,998	21,244
Depreciation			
At 1 January 2020	730	6,191	6,921
Charge in the year	1,256	4,011	5,267
At 31 December 2020	1,986	10,202	12,188
Net Book Value			
At 31 December 2020	3,260	5,796	9,056
At 31 December 2019	1,918	9,807	11,725

7. DEBTORS

	2020 £	2019 £
Debtors	194	2,447
Prepaid Expenses	5,070	5,407
Accrued Income – including Gift Aid	17,009	20,329
	22,273	28,183

8. CASH AT BANK & IN HAND

CBF Church of England Deposit Account	59,401	59,149
Bank Current Accounts – CAF Bank Ltd	54,478	58,975
Cash in Hand & Floats	195	335
	114,074	118,459

9. LIABILITIES - AMOUNTS FALLING DUE WITHIN ONE YEAR

Creditors	3,757	3,755
Accrued Expenses	1,872	1,320
Other Liabilities	6,739	13,737
	12,368	18,812

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

10. ANALYSIS OF NET ASSETS BY FUND

	Un- restricted £	Restricted £	Total £
Investment Property	-	310,000	310,000
Tangible Fixed Assets	9,056	-	9,056
Current Assets	110,801	25,546	136,347
Current Liabilities	(12,368)	-	(12,368)
Fund Balance at 31 December 2020	107,489	335,546	443,035

11. SUMMARY OF FUND MOVEMENTS

	Balance at 01/01/20 £	Incoming Resources £	Resources Used £	Transfers £	Balance at 31/12/20 £
<i>Restricted Funds</i>					
Organ Fund	1,962	-	(42)	-	1,920
Kitchen & Catering	6,559	-	-	-	6,559
Flowers	228	100	(68)	-	260
Other Restricted					
Grants (see note)	-	5,300	(3,321)	-	1,979
Harrogate Clothes					
Bank	237	8,500	(8,648)	-	89
2018 Gift Day	14,739	-	-	-	14,739
	23,725	13,900	(12,079)	-	25,546
Fixed Assets - Investment Property	310,000	-	-	-	310,000
	333,725	13,900	(12,079)	-	335,546
<i>Unrestricted Funds</i>					
<i>Designated</i>					
Tangible Fixed					
Assets	11,725	-	(4,994)	2,325	9,056
Music & Choir	3,836	-	-	-	3,836
Discretionary					
Hardship Fund	2,861	-	(1,710)	-	1,151
	18,422	-	(6,704)	2,325	14,043
<i>Undesignated</i>					
General Reserve	10,759	395,007	(396,644)	(2,325)	6,797
Legacies	86,649	-	-	-	86,649
	97,408	395,007	(396,644)	(2,325)	93,446
	115,830	395,007	(403,348)	-	107,489
Total Funds	449,555	408,907	(415,427)	-	443,035

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

11. SUMMARY OF FUND MOVEMENTS (continued)

Other Restricted Grants

The following restricted grants were received during the year:

<u>Grant maker</u>	<u>Purpose of grant</u>	<u>Grant amount</u>	<u>Balance remaining</u>
Leeds Diocesan Board of Finance – Covid 19 Emergence Mission Grant	Purchase of equipment for live-streaming of Services	£1,000	-
Allchurches Trust – Hope Beyond Grant	Development of online Services	£2,750	£1,689
North Yorkshire County Council Locality Budget Grant	Purchase of gazebos and other equipment for use in the church grounds	£1,550	£290
		<u>£5,300</u>	<u>£1,979</u>

12. RESURRECTED BITES CAFE

With effect from the end of October 2019, the Pay-As-You-Feel café set up by St Marks was transferred out of the Church into its own Community Interest Company (CIC) and the accumulated reserves transferred over. The St Marks PCC has no legal interest in, or responsibility for, the CIC.

13. AMOUNTS RECEIVED FOR DISTRIBUTION OUTSIDE THE CHURCH

	2020 £	Awaiting distribution at the year-end £
Lighthouse Group	-	290
Resurrected Bites – grant and flower donations	2,601	2,000
Various staff leaving collections	1,447	45
Intern sponsorship	400	400
Family in Need Appeal	975	40
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Christmas Collections 2020	<u>2,701</u>	<u>2,701</u>
	<u>8,437</u>	<u>5,588</u>

The above specific donations received for distribution outside the Church are shown for note only and are not included in income or expenditure. The amount awaiting distribution is included in Other Liabilities.

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2020

14. VOLUNTEERS

The current work of the Church could not be sustained without the contribution made by many volunteers in all aspects of its ministry. Around 100 members of the congregation assist in various ways. Many activities rely almost entirely on volunteers, either behind the scenes in the running of the church or more visibly during Sunday services. Teams include those helping with: worship, cleaning, flowers, pastoral visiting, hospitality, prayer ministry, toddler groups, youth & children's ministry, sound and visuals, and building management & maintenance. In addition, volunteers are involved in governance through the PCC and Standing Committee. More information is given in the Annual Report.

15. LEASING

The Church has lease agreements in respect of hygiene equipment over five years commencing October 2020 at a cost of £29 per month and a photocopier supplied over five years commencing February 2018 at a rental cost of £67 per month.

16. TRUSTEE & STAFF REMUNERATION

Staff costs are detailed in note 4 and the average number of staff employed was 8 (2019:9). Most staff are employed on a part-time basis. No employee earned more than £60,000 in the year. At the year-end, 5 (2019: 10) people were employed by the PCC. This includes the Associate Minister.

Included in Salaries are the contributions to Leeds Diocesan Board of Finance in respect of the Associate Minister who is a member of the PCC. No other member of the PCC received remuneration from the PCC in the year.

In the year to 31 December 2020, members of the PCC had expenses reimbursed as follows:

	<u>2020</u>	<u>2019</u>
Total expenses paid to PCC members	£4,203	£7,417
The number of PCC members who received payments for expenses incurred	3	3

The nature of the expenses paid were normal clergy expenses such as phone, travel and other reimbursements and payments in respect of other costs properly incurred by PCC members in the performance of their duties.

There are no related party transactions that require disclosure.

The PCC operates a defined contribution pension scheme. Contributions are charged in the period to which they relate [note 4].

PAROCHIAL CHURCH COUNCIL OF ST MARK'S HARROGATE

SIGNIFICANT INFORMATION

The charity's activities are covered in the Annual Report. The charity's governing document is the Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules. The charitable objects are promoting in the ecclesiastical parish the whole mission of the Church.

The Trustees have regard to the guidance issued by the Charity Commission.

Charity Trustees:	See Annual Report
Charity Registered Number:	1134657
Address:	St Mark's Church, Leeds Road, Harrogate, HG2 8AY
Bankers	CAF Bank Ltd & CCLA
Independent Examiner:	D Kitson Bulmer & Co Chartered Certified Accountants 2 Mount Parade Harrogate HG1 1BX

Trustees' Responsibility for the Accounts

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