

**Annual Parish Church Meeting for St Mark's, Kensal Rise, London
Sunday May 13th 2021 starting at 12.00pm**

AGENDA

ANNUAL PARISH MEETING

- 1) Election of the Church Wardens for St Mark's for 2021/22

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ANNUAL PAROCHIAL CHURCH MEETING

- 1) Acceptance of 2019 Annual Report (carried over from 2020)
- 2) Minutes of the APCM on October 18th 2020 for acceptance and matters arising
- 3) Report on the Electoral Roll
- 4) The Election to the Church Council
- 5) Vicar's Report
- 6) Report from the Brent Deanery Synod for 2020/21 and acceptance by the meeting
- 7) Report on the Fabric, Goods & Ornaments for St. Mark's Church for 2020/21 and acceptance by the meeting
- 8) Report for the Financial Affairs of St Mark's Church and acceptance by the meeting plus approval of auditors
- 9) Closing Prayer

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Minutes of the Annual Parish Church Meeting for St Mark's, Kensal Rise, London on Sunday October 18th 2020

The meeting started at 12.05pm with about 35 people present. The meeting was held online due to the Covid-19 pandemic. Will opened the meeting with a reading from Colossians 2:11-15. As a church we pray and then we act. Will then opened with a prayer.

ANNUAL PARISH MEETING

1) Election of the Church Wardens for St Mark's for 2020/21

Vivienne McKoy-Salt and Sue Bush were thanked for their work over the past year. Sue and Vivienne were both willing to stand again and there were no new nominations. Caroline Winterburn proposed their re-election and June Edwards seconded. Both Wardens were thanked for their contributions and support over the last year.

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ANNUAL PAROCHIAL CHURCH MEETING

1) Minutes of the APCM on April 28th 2019 and matters arising

The minutes of the APCM held on April 28th 2019 were read. It was proposed by Sue Bush that they were an accurate representation and these were signed as a correct record by Will having been agreed by all those present. There were no matters arising that would not be covered in the rest of the meeting.

2) Report on the Electoral Roll

The electoral roll had been reset to zero at the last APCM with members of the church being asked to re-join. It now stands at 177, with 14 people having come off the roll and 6 people joining.

3) The Election to the Church Council

7 positions on the PCC had become vacant along with 2 Deanery Synod positions.

Will introduced the 7 new nominations for the PCC and spoke to their short biographies, all of which are on the church website. The proposed new members were;

Alan Meakin
Douglas Morton
Katie Barringer
Gillian Thompson
Shantel Earle

Mauricio Barbosa
Rosabel Johnston

Mauricio had been co-opted onto the PCC last year as Treasurer and this position was now confirmed.

Deanery Synod
Alasdair Campbell
John Palmer

A large number of PCC members were stepping down this year as 3 year terms came to an end. Caroline Winterburn and Ingrid Cope were staying on and would maintain continuity.

There being no other nominations the new PCC was confirmed. Will said a prayer for the new PCC and thanked those who were stepping down.

4) Vicar's Report

The Vicar's Report covered the normal reporting year to April 2020 but Will also spoke to some of the events since then given the current circumstances.

A copy of The Annual Report of the PCC for the year ending April 2020 had been provided online. This is the official paperwork that has to be given to The Bishop of Willesden on a yearly basis. Will spoke to the report in detail emphasising key contributions that individuals had made.

The staff team has changed over the year. Rachel Bedford, the previous curate, had moved on and is now the teaching pastor on the staff team at St Stephen's, Twickenham. In June 2019 our new curate, Anthea Carmichael, joined us and has recently been priested.

Jenny has continued to grow and lead us in the children's ministry and building the team. The groups had been growing up to lockdown and since then she's been re-imagining how we continue to minister and start to invite children back into the church in safe ways, most recently for the Harvest festival.

Kelly, as office administrator, has been operating the office from her home and been helping as we adapt to new ways of working including how we can continue to connect with each other and awareness of necessary risk assessments.

Alpha courses had been running termly up until lockdown in March. They have not been done online but Will reminded us of the call to reach out to our neighbours, particularly at this time.

Small groups have been continuing online and finding ways to share fellowship.

The youth group had continued to meet online on Friday evenings run by Caroline Winterburn and Justin and Ruby Shadrack. We are looking to start up a younger group for years 7 and 8. There is a large group in year 7 who have just started secondary school and it would be good to maintain those friendships and to encourage them in their faith. Lisa Leaf and Jenny would love to hear from any volunteers willing to help.

Safeguarding. This is particularly important and poignant given the C of E report that had just been issued. We are all responsible although Kellie Jarrett is our safeguarding officer and Sue Bush our children's champion. If anyone has a concern you can speak to Will, Sue or Kellie. Our policy is on the website and any members working with children should familiarise themselves with it. The policy includes vulnerable adults too.

Men's Ministry. Tom Doyle continued to run the Pints of View meetings and there had been a couple of Men's Breakfasts at St Michel's, Chester Square.

Women's Ministry. Organised by Lisa Leaf, we had welcomed Justina Kehinde and Dr Nathalie McDermott to speak at women's breakfasts, which had been very well attended.

Prayer. Up until lockdown regular prayer events had been occurring. Since lockdown there had been Zoom prayer meetings and we will continue to adapt to find different ways to pray together.

Wednesday Fellowship continued to meet up until lockdown and enjoyed a trip to Brighton during the summer of 2019. Since lockdown we had been trying to maintain regular contact with everybody in the group to avoid and help with issues arising from isolation. Anthea Carmichael was especially thanked for her co-ordination of the group maintaining contact with the over 50s.

Community. There are good strong links with Princess Federica primary school and College Green nursery. Jenny Erber had recently celebrated Harvest with College Green and Will and Anthea had been recording assemblies for Princess Frederica's.

Project Stork. Organised by Ingrid Cook, collections of clothes and gifts continue to be donated to the women's refuge.

Mission Partners. These are reviewed annually and will be considered by the new PCC. We contribute financially and each year try to boost the percentage of congregational given towards 10%. Will outlined who our current partners are.

IntoUniversity. They have renewed their licence to use space within the church and were back in occupation.

Hall Bookings. Managed by Kellie Jarrett, these are usually a good source of income. As we come out of lockdown Kellie has been looking at risk assessments as to how we can safely start to use the space again.

Buildings and Maintenance. This is dealt with in the Fabric Goods and Ornaments report but Will took the opportunity to thank Glenn Ford for all that he does to look after the building; planning maintenance and managing contractors all with a good eye to design and practicality.

Financial Review. Thanks were given to Mauricio Barbosa and Sinitta Falconer for all of their work managing the finances and exercising control. Our finances are in a stronger state and we are looking to strengthen the team through the new PCC.

Questions arising:

- John Palmer asked about the rent from IntoUniversity and Will confirmed that it had increased under the new Licence. The PCC would be meeting in November to discuss our financial planning for next year.
- Celia Morris-Sanchez asked if we could fundraise to cover the loss of income from hall bookings. Will said any ideas would be welcome.
- Thelma Doyle asked about arrangements to recognise the legacy left by Pat McAllister. Much of that money had recently been spent replacing the roof lantern windows in the church hall and Will confirmed our intent to recognise Pat's generosity with an appropriate plaque.
- Lisa Leaf asked how St Mark's facilitates giving through wills. Will confirmed that there's a link on the website. John Palmer volunteered that the solicitors Akin Palmer, where he is a partner, would write wills for free if they include a donation to St Mark's.
- John Palmer asked about recognition of Arthur Smith, who had previously left money to St Mark's which had been used in the renovation of the hall and the kitchen. Will agreed that this would also be done.

Tom Doyle proposed that the Annual Report be adopted Glenn Ford seconded and all were in favour.

5) Report from the Brent Deanery Synod (Anglicans in Brent) for 2019/20 and acceptance by the meeting

There had been three meetings of Anglicans in Brent in the last year:

- On 12th February 2019 Revd Jarel Robinson-Brown had spoken on BAME ordained vocations.
- On 6th June 2019 there was a presentation from the Community of St Anselm.
- On 4th November 2019 a discussion about how parish churches can help their communities in times of austerity.

Glenn Ford proposed that the report be accepted and this was seconded by Sue Bush and all were in favour.

6) Report on the Fabric, Goods & Ornaments for St. Mark's Church for 2019/20 and acceptance by the meeting

Vivienne presented the report from The Church Wardens and gave thanks to God for the opportunity to serve St Mark's. Much had been done over the last year to improve the condition of the Church and Hall, including;

- The upgrade of the toilet facilities in the classroom used by IntoUniversity.
- Repairs to the hall floor after a 3rd flooding incident.
- Replacement of the hall lantern windows.
- The installation of CCTV as a deterrent to prevent vandalism of the church roof and unsocial behaviour in the garden.
- Setting up a garden fund for future maintenance.

Vivienne thanked all those who assist in the running of the church.

Questions arising:

- John Palmer asked about garden maintenance and the proposed fund. Will agreed that it had been an area of concern culminating in a mugging at knife point which resulted in the CCTV installation and cutting back of the foliage to improve sight lines. Aesthetically it also needs some attention. An individual had been identified to maintain the garden and the PCC would also be looking at how the garden could become a more beneficial space for the community. The garden fund was targeted towards the regular upkeep. Kensal Green Mutual Aid had also volunteered to undertake some maintenance.

Caroline Winterburn proposed acceptance of the report and this was seconded by Genevieve.

7) Report for the Financial Affairs of St Mark's Church and acceptance by the meeting plus approval of auditors

The Financial Report for the year to 31st December 2019 was presented by Mauricio Barbosa, the Treasurer.

The accounts had not yet been audited as the size of the turnover of the church (due to the legacy and the insurance payout) was such that a new auditor had to be appointed. The accounts were therefore in draft. Issues arising;

- i) Insurance monies had been received following the flooding incident although the works themselves had been competitively priced and undertaken by the church.
- ii) The property in Herbert Gardens had been added as an asset on our accounts for the first time.
- iii) We had been in arrears with the Common Fund but happily the Bishop of Willesden had waived c. £40,000 so we started 2020 with a clean slate. We are currently keeping up with monthly payments.
- iv) On a monthly basis we are nearly breaking even despite the loss of hall bookings and Sunday collections. The shortfall is c. £1-2k per month.

Questions arising:

- John Palmer asked where we were with HMRC and the reclaiming of Gift Aid. Mauricio confirmed that we had received £15k relating to 2015 and that the 2016 submission would be made shortly for around £12k. We lost 2014 due to administrative issues. Combined with the subsequent outstanding years c. £40-50k was due to be claimed. There was lots of work required to confirm tax declarations and help was volunteered to identify and locate previous donors.
- Tom Doyle asked about donations normally made by envelope at Sunday services. Mauricio confirmed that Vivienne was organising collection.
- Douglas Morton asked about the ratio between regular and one off donations. Mauricio confirmed that c. 80% of income is through regular direct debits and that has remained steady despite COVID.

Will summed up that the finances were getting healthier, the legacies had made a big difference for us and there had been an increase in people giving regularly. Regular giving makes a great difference to the planning of the church and Will expressed his gratitude to those that do give regularly especially when finances might currently be squeezed. Mauricio was thanked for his work over the year.

As the accounts had not been audited in time for the APCM we were not in a position to receive and adopt the finance report. The audited reports for 2019 would therefore be carried over to the next APCM.

John Palmer asked if the PCC could adopt the report under delegated authority. Will had looked into this and the Diocese had confirmed that legally the accounts have to be approved at the APCM. As a follow up, John asked whether we might be penalised by the Charity Commission for late submission of the accounts. Mauricio confirmed that we have until 31st October 2020 to submit them and that they can be submitted prior to approval at the next APCM.

8) Closing Prayer

Will thanked everyone for their attendance and closed in prayer. The meeting ended at 1.30pm.

St Mark's Kensal Rise Annual Report 2020

Electoral Roll:

The **electoral roll** now stands at 178, with 1 person having come off the roll and 4 people joining.

Services:

This was a year where our services changed substantially. After a fairly unsuccessful foray on Zoom, we decided to pre-record our services so as to allow as many people to contribute as possible. In time we hosted this on our website allowing everyone to join in and exchange comments and encouragements in a chat space.

During September we were able to open up briefly for 9am Communion services in the church, with further opening possible over Christmas before the post-Christmas lockdown.

Special Events:

Anthea continued her movie nights in the Spring term, showing "Do you believe?" and "Overcomer", the latter being run as a Lent course.

Anthea also hosted a Valentine's Date Night for couples that was very well attended (and catered!).

Staff/Leadership:

Anthea Carmichael – continued her second year of curacy with us, most of which was undertaken during lockdown. This was an unexpected challenge for any curate, but Anthea adapted admirably to the transfer to online services, zoom prayer meetings and courses.

Jenny Erber – continues to bring energy and vision as our Children's Pastor, through this challenging year trying to find new ways to engage children online as well as pulling out all the stops to squeeze in a Crib Service over Christmas, ably assisted by a fantastic team of volunteers.

Kellie Jarrett – has been taking all the calls for the office from home, adapting to our new risk assessments over the year and liaising with our regular bookers over the challenges of lockdowns.

Alpha Courses:

Alpha ran during lunchtimes on Sundays from January for a small number of guests who wouldn't normally be able to make an evening course.

Small Groups:

Will hosted a series of five evenings in the Spring term called Small Group Central looking at the DNA of church from Acts chapter 2. Through this evening a number of new people joined in with small groups for the first time.

Through lockdown a number of the groups continued to meet on Zoom, although this has been a struggle for many.

Children:

In January our attendance in the groups reached a high of 76 children across the groups, but sadly these were closed in the lockdown. In this period Jenny has worked hard to open up other opportunities for children and families to engage with midweek story times and kids' services online.

When restrictions allowed we were also able to open up for Harvest and Family Light celebrations.

Youth:

The youth group for older youth that started with Caroline Winterburn, Ruby and Justin Shadrach moved on to Zoom and provided a welcome chance to connect for our young people.

Safeguarding:

St. Mark's has a **Child Protection Policy** and an **Equal Opportunities Policy**. Any concerns regarding children's safety should be referred to the **Children's Safeguarding Officer**, Kellie Jarrett. In accordance with Diocesan guidelines St Mark's also has a **Children's Champion**, Sue Bush, whose responsibility is to make sure children are nurtured within the worshipping life of the church.

Prayer

In February we opened up the Prayer Room for 48 ours of prayer under the title Thirst. During lockdown a number of midweek prayer meetings were also held on Zoom.

In April Anthea started a series of daily lunchtime devotionals on Facebook, reflecting on lessons we can learn from women in the Bible.

At certain times during the year the church was also opened up to allow people space to come, pray or just reflect.

Night Shelter

On Friday nights in the Spring term the night shelter was opened up to a large number of guests in the hall. An enthusiastic team was led by Alistair Campbell. The Night Shelter was run in conjunction with the Brent Multifaith Forum and was a great success. We look forward to participating again when restrictions are lifted.

Over 50s:

With our normal Wednesday Fellowship program closing due to the pandemic, a number of the church gave their time in calling around the elderly within the church and wider community to ensure that they could remain as connected as possible. We look forward to welcoming them back as restrictions allow.

Community - schools:

St Mark's continues to work with the parish **primary school** Princess Frederica and **nurseries** hosting services, assemblies and some RE lessons. Revds. Will Leaf and Anthea Carmichael have taken weekly assemblies online for the Church Primary School, Princess Frederica and Will is Co-Chair of governors with Marianne Jenkins. **Jenny Erber** has built on strong links with College Green Nursery.

In March (just before lockdown) Jenny coordinated a Prayer Space in Princess Frederica for a week, which continues to be very popular and significant as an opportunity for spiritual engagement in the school.

Community - Black Lives Matter:

After the murder of George Floyd, the church community was encouraged to take the knee in solidarity with our local community and posters were also created for people to display, showing our support.

Mission Partners:

The PCC are continuing their commitment to supporting mission partners outside St Mark's and maintain the aim grow our external giving so that we reach a figure of at least 10% of congregational giving, to that end we will be supporting the following partners financially:

- Fusion (Pippa Elmes)
- New Growth Ministries, Zimbabwe
- Scargill House (Phil & Di Stone)
- Youth With a Mission, Bolivia (Roger & Isha Hulford)
- Youth With a Mission, London Urban Key (local to us) Operation Mobilisation
- There is Hope Malawi
- The Children's Society (supported through our annual Christingle service)

IntoUniversity Brent (IU) based at St Mark's continues to provide educational and mentoring support for local primary and secondary school children through Focus Weeks held in the Church and Classroom, school visits, homework clubs, and university and cultural trips. IntoUniversity have been closed during lockdown months but have taken the opportunities to reopen when possible.

'**Project Stork**' initiatives have continued to be well supported this year, collecting clothes and gifts – as well as Easter Eggs - for women and children escaping domestic violence.

Hall Bookings:

During lockdown the hall and church spaces have largely been closed to bookings.

Buildings and Maintenance:

2019 was another busy year in the maintenance of the building – please refer to the Fabric Goods and Ornaments report for more details. Particular recognition and thanks are given to **Glenn Ford** for many hours of work invested on our behalf.

Financial Review

The voluntary income was lower than that for 2019, which has come as no surprise given the lockdown situation. Thankfully this was offset by reductions in expenditure, receipts of Gift Aid and further legacy donations. We would hope to retain or increase this level of voluntary income, by thanking those who continue to give generously and encouraging others to do the same.

Receipts

Total receipts on unrestricted funds were £189,320 (2019 £215,329) of which £60,252 (2019 £75,258) was unrestricted planned voluntary Gift Aided donations. Two years of Gift Aid was recovered in 2020, totalling £26,799. Further Gift Aid will be claimed on 2021.

The total voluntary income for 2020 was £86,804. This compares with £102,817 for 2019 (a 16% drop).

We received a generous Legacy of £30,000 (2019 £82,096). This had no restrictions.

Church Activities include the licencing and letting of parts of the church. In 2020 income from these totalled £45,632 (2019 £24,318) – this increase was due to the renewal of the license with a long-term licensee (and back-dating of past fees). Meanwhile hall booking income dropped by £6,541 (48%) due to lockdown restrictions.

Expenditure

Our main expenditure from unrestricted funds was £163,612 (2019 £126,644) to provide the Christian Ministry from St Mark's Church.

Of this £80,000 (2019 £47,400) was our contribution to the Common Fund to provide stipends and employment costs for the clergy and a contribution towards Diocesan costs and the costs of the wider Church.

The amount which our church pays to the Common Fund is decided by the PCC. After the attendance of representatives at Diocesan meetings and the receipt of Diocesan budgets, the PCC in June or July considers the amount it will offer to pay to the Common Fund for the next year, referring to its own budget for the current year. The amount for 2021 is £80,000. This large amount reflects the wish of the PCC to pay the full amount the Diocese requests, a target we have been working towards for several years.

Reserves Policy

Our designated Unrestricted Fund for repairs remains at £40,330.

Risk Management

Our procedures for managing the risks from fraud and theft are being implemented in 2021 and will be reviewed annually.

Within the Church building, we have paid particular attention to risks of fire and terrorism and escape routes. The easy work has been done but this work is ongoing as it is particularly difficult to achieve modern recommendations in an old building like our church.

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with the applicable accounting standards "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The Trust is a Public Benefit Entity as defined by FRS 102.

The financial statements have been prepared to give a "true and fair" view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair view". This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Finance and Treasury team

We are very grateful to our Finance and Treasury team – especially Mauricio Barbosa our Treasurer and Ms Sinitta Falconer who continues to work diligently as our part-time bookkeeper. The finances in 2020 came under improved control and we celebrated a Gift Aid being reclaimed successfully.

Deanery Synod Report (Anglicans in Brent) 2020

There was only one meeting of the Brent Deanery Synod or **Anglicans in Brent** as it is now known, in the last year.

On Tuesday 11th February: "Safeguarding" How can we create a safe environment for everyone in our churches? This was held at Christ Church with St Lawrence, Brondesbury.

Report regarding the Fabric, Goods and Ornaments

Fabric Report for St Marks APCM 2021

This report covers the period Jan 1st – Dec 31st 2020. Some of the information was given at the last, delayed, APCM in October 2020.

The PCC elected last October have formed a number of working groups, one of which is responsible for the buildings. This group is currently led by Alistair Campbell, with John Palmer and Sue Bush and advice from Will as needed.

As Glenn steps down from many years of repairing and maintaining the church buildings we would like to thank him for all his hard work and dedication. He is still our go to for advice so not quite off the hook yet!

Most of the work carried out in 2020 was done under Glenn's supervision.

During the year broken roof tiles were replaced and slipped tiles reinstated on the north slope of the Nave roof.

There was a full refurbishment and upgrade of the classroom toilets with new doors, new tiled walls and floors, new lighting, hand dryer, and extraction fan and new sanitary ware.

There were alterations to drainage outside the rear fire doors to improve the disposal of rainwater from all the roofs on the north side of the church, church hall and classroom in order to prevent future flooding.

Following the flooding of the church hall the floor was re-laid and sanded. Damage to a vent on the roof caused further water damage in the hall. The floor was dried out and re-sanded and sealed. The roof vent has been repaired.

The roof windows in the hall have been completely replaced with new double glazing and an electric opening and closing control mechanism. There is also a rainwater sensor that will close the windows if it rains when they have been left open. This work was financed by a bequest from Pat McAllister and a plaque will be put up in the Hall to acknowledge her generosity.

Routine maintenance was carried out including re-decoration of the Hall, electrical lighting work and the servicing of the heating and hot water installations.

Following a number of incidents in the garden and on the hall roof, CCTV was fitted. Alistair discussed methods of preventing further incidents with members of the local police team. They suggested anti-climb paint to discourage access to the roof. They also suggested cutting the hedges to waist height all around the garden, especially the front section next to the pavement
The shrubs have been clipped back to improve visibility from the street as suggested. The PCC has approved the setting up of a garden fund so that a gardener can be employed to maintain the garden.
We are awaiting work to renew the Hall doors and construct a canopy to give some protection against the weather.

Sue Bush and Vivienne McKoy-Salt

Churchwardens

Approved by the Parochial Church Council on 13th May 2021

Signed on their behalf

by Revd Will Leaf (Chair)

And by Sue Bush (Church Warden)

TRUSTEES ANNUAL REPORT 2020

St. Mark's Church, Kensal Rise (Diocesan ID: 2112)
Trustees Annual Report of the Parochial Church Council for the Year 31st December
2020

Administrative information

St. Mark's Church is based at the Church and Hall on the corner of Bathurst Gardens, Kensal Rise, and All Souls Avenue, Harlesden. It is part of the Brent Deanery, in the Willesden Area, in the Diocese of London within the Church of England. The address is Bathurst Gardens, Kensal Rise, NW10 5HX

St. Mark's Parochial Church Council (PCC) is a charity registered with the Charity Commission: 1132172.

PCC members who have served from October 2020 until the date this report was approved are:

<i>Vicar:</i>	Revd Will Leaf (Chair)
<i>Curate:</i>	Revd Anthea Carmichael
<i>Churchwardens:</i>	Sue Bush Vivienne McKoy-Salt
<i>Deanery Synod:</i>	Alistair Campbell John Palmer
<i>Elected members:</i>	Alan Meakin Douglas Morton Katie Barringer Gillian Thompson Shantel Earle Ingrid Cope Caroline Winterburn Mauricio Pinheiro Barbosa (from 18 th October 2020) Rosabel Johnston
<i>Secretary:</i>	Alan Meakin

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees who consider themselves as belonging to the worshipping community of St. Mark's are encouraged to register on the Electoral Roll. All those on the Electoral Roll may stand for election to the PCC. The council should reflect the diversity of the church community. In 2017 the PCC adopted a more conventional 3-year term for its membership (previously they were re-elected annually), so most of those elected in 2017 stood down in October 2020. 2 elected members (Caroline Winterburn and Ingrid Cope) were invited by the PCC to stay on for one further year to preserve continuity.

The PCC met for six business meetings during the year as well as the Annual Parochial Church Meeting.

Objectives and Activities

St Mark's Kensal Rise is a local church family, seeking to live and share the love of Jesus by:

- Bringing our Best in worship,
- Nurturing Each other as disciples, and
- Being the good news for Kensal Rise and beyond

The Church Council has the responsibility of working with the incumbent, Revd. Will Leaf, and the staff team in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC, through prayer and discussion, seeks to discover how best to encourage the church to fulfil its mission of 'Living and Sharing the Love of Jesus'.

Approved by the Parochial Church Council on 31st March 2021 and signed on its behalf by

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Rev W. Leaf (PCC Chair)

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Sue Bush (Church Warden)

Independent Examiner's Report to the Trustees of the Parish church of St Mark's, Kensal Rise, Harlesden

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 herein attached.

This report is made solely to the charity's trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My Independent examination work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume to responsibility to anyone other than the charity and its trustees as a body, for my independent examination work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act
2. the accounts do not accord with those records

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

James Foskett BSc (Hons) FCA DChA
Cansdales Business Advisers Ltd
Bourbon Court
Nightingales Corner
Little Chalfont
Bucks, HP7 9QS

Date: 14th May 2021

St Mark's Church KR

Analysis of income and expenditure
Selected period: 01 January 2020 to 31 December 2020

	General	Designated	Restricted	Endowment	Total	
					This year	Last year
Income and endowments from:						
Donations and legacies						
01001 - Collections	1,224.02	-	-	-	1,224.02	5,035.01
01002 - Gift Days - Gift Aid	-	-	-	-	-	-
01003 - Gift Days - General	-	-	-	-	-	-
01004 - Special Collections	470.00	-	-	-	470.00	1,160.00
01005 - Grants (One off)	-	-	-	-	-	-
01006 - Grants (Recurring)	-	-	-	-	-	74.90
01007 - Planned Giving (Gift aid)	60,252.65	-	-	-	60,252.65	75,258.77
01008 - Planned Giving (no gift aid)	19,740.35	-	-	-	19,740.35	16,784.03
01009 - Income tax recovered	26,799.90	-	-	-	26,799.90	-
01010 - Sundry Donations (Gift aid)	3,050.00	-	-	-	3,050.00	1,445.40
01011 - Sundry Donations (no gift aid)	2,067.69	-	-	-	2,067.69	3,134.52
01012 - Hardship Fund Account	(300.00)	-	800.00	-	500.00	5,025.00
01303 - Legacy Fund	30,000.00	-	-	-	30,000.00	82,095.76
01403 - Church App (Giving)	-	-	-	-	-	-
Donations and legacies Totals	143,304.61	-	800.00	-	144,104.61	190,013.39
Income from charitable activities						
01100 - Diocese Fees	-	-	-	-	-	106.00
01101 - Parish Fees	252.00	-	-	-	252.00	33.00
01102 - Functions and Outing (contributory)	-	-	-	-	-	-
01103 - Residentials	-	-	-	-	-	-
01104 - Outreach events	-	-	-	-	-	-
01105 - Routine contributions and subscriptions	-	-	-	-	-	-
01106 - Bookstall income	-	-	-	-	-	-
01107 - Traidcraft Income	-	-	-	-	-	57.22
Income from charitable activities Totals	252.00	-	-	-	252.00	196.22
Other trading activities						
01200 - Sales & Bazaars	-	-	-	-	-	-
01201 - Makeover appeal	-	-	-	-	-	-
01202 - Other fundraising	-	-	-	-	-	-
01203 - Hall Lettings	7,156.38	-	-	-	7,156.38	13,698.00
01204 - Other Lettings	38,476.22	-	-	-	38,476.22	10,620.04
Other trading activities Totals	45,632.60	-	-	-	45,632.60	24,318.04
Investments						
01300 - Interest - Bank Accounts	13.57	-	-	-	13.57	14.60
01301 - Interest - Deposits	-	-	-	-	-	-
01302 - Other investment income	-	-	-	-	-	-
Investments Totals	13.57	-	-	-	13.57	14.60
Other income						

	General	Designated	Restricted	Endowment	Total	
					This year	Last year
01400 - Other Income	313.94	-	-	-	313.94	787.70
01401 - SUSPENSE INCOME	-	-	-	-	-	-
01402 - Bank Transfer	-	-	-	-	-	-
20000 - Suspense Account	(196.02)	-	196.02	-	-	-
Other income Totals	117.92	-	196.02	-	313.94	787.70
Income and endowments Grand totals	189,320.70	-	996.02	-	190,316.72	215,329.95
Expenditure on:						
Raising funds						
95001 - Sales & Bazaars	-	-	-	-	-	-
95002 - Appeals	-	-	-	-	-	-
95003 - Fundraising costs	-	-	-	-	-	152.78
Raising funds Totals	-	-	-	-	-	152.78
Expenditure on charitable activities						
91001 - Vicarage	271.23	-	-	-	271.23	262.69
91002 - Other Clergy accommodation	369.80	-	-	-	369.80	167.40
91003 - Clergy Expenses	4,013.44	-	-	-	4,013.44	3,179.77
91004 - Other Minister's expenses	-	-	-	-	-	100.00
91005 - Common Fund Payments	80,000.00	-	-	-	80,000.00	47,400.00
91006 - Worship	-	-	-	-	-	926.58
91006A - Music Expenses	1,883.11	-	-	-	1,883.11	-
91007 - Community Minister	-	-	-	-	-	-
91008 - Childrens Worker	12,300.00	-	-	-	12,300.00	11,116.64
91009 - Service contracts	-	-	-	-	-	-
91010 - Clergy Training	-	-	-	-	-	31.80
91011 - Lay Training	-	-	-	-	-	741.56
91012 - Gifts	50.00	-	-	-	50.00	(209.02)
91013 - Functions & Outings (contributory)	1.50	-	-	-	1.50	200.00
91014 - Residentials	-	-	-	-	-	-
91015 - Outreach Events	633.39	-	-	-	633.39	103.99
91016 - Outreach pastoral	-	-	-	-	-	(51.68)
91017 - Hospitality, refreshments, consumables	203.01	-	-	-	203.01	337.50
91018 - Youth	47.48	-	-	-	47.48	85.10
91019 - Sunday School	622.18	-	-	-	622.18	575.59
91020 - Heating	2,811.16	-	-	-	2,811.16	6,097.93
91021 - Insurance	4,929.88	-	-	-	4,929.88	4,960.58
91022 - Electricity	2,018.48	-	-	-	2,018.48	1,834.16
91023 - Publicity & printing	2,278.56	-	-	-	2,278.56	2,297.64
91024 - Telephone & Internet	771.21	-	-	-	771.21	1,966.66
91025 - Upkeep of services	852.65	-	-	-	852.65	809.43
91026 - Literature, books, training materials	690.00	-	-	-	690.00	-
91027 - Organ	-	-	-	-	-	-
91028 - Bookstall	-	-	-	-	-	-
91029 - Traidcraft	-	-	-	-	-	-
91030 - Water	-	-	-	-	-	1,817.38
91031 - Events	342.33	-	-	-	342.33	-
92001 - Grants payable - Home mission	1,250.00	-	-	-	1,250.00	-
92002 - Grants payable - Social & development	2,250.00	-	-	-	2,250.00	2,000.00

	General	Designated	Restricted	Endowment	Total	
					This year	Last year
92003 - HardShip	5,235.00	-	32.00	-	5,267.00	-
92004 - Grants payable - Overseas mission	6,250.00	-	-	-	6,250.00	4,000.00
95005 - Diocese Fees	-	-	-	-	-	1,112.00
Expenditure on charitable activities Totals	130,074.41	-	32.00	-	130,106.41	91,863.70
Other expenditure						
91032 - Night Shelter Expenses	(420.00)	-	337.19	-	(82.81)	-
93001 - Assets over £400	-	-	-	-	-	-
93002 - Church & General maintenance	5,382.91	-	-	-	5,382.91	10,697.93
93003 - Garden	60.00	(100.00)	-	-	(40.00)	344.14
93004 - Cleaning	3,040.74	-	-	-	3,040.74	5,179.34
93005 - Hall - Cleaning	-	-	-	-	-	-
93006 - Hall - maintenance	-	-	-	-	-	-
93007 - Major repairs - Church	3,588.00	-	-	-	3,588.00	-
93008 - Major repairs - Hall	-	-	-	-	-	-
94001 - Bank Charges	65.00	-	-	-	65.00	76.00
94002 - Consultants Fees	4,627.50	-	-	-	4,627.50	4,270.50
94003 - Stationary & admin sundries	859.38	-	-	-	859.38	1,846.37
94004 - Administrative salaries	12,220.00	-	-	-	12,220.00	9,360.00
94005 - Software & Upgrades	1,539.14	-	-	-	1,539.14	419.99
94006 - IT equipment	515.57	-	-	-	515.57	-
94007 - App Charges (Giving)	926.70	-	-	-	926.70	877.50
95004 - Football Expense	-	-	-	-	-	-
96001 - Workshops Fees	-	-	-	-	-	-
96002 - P&T Expense	-	-	-	-	-	-
97001 - Expenses	207.71	-	-	-	207.71	1,276.88
97002 - Pension Cost	(186.00)	1,082.20	(240.00)	-	656.20	279.68
Other expenditure Totals	32,426.65	982.20	97.19	-	33,506.04	34,628.33
Expenditure Grand totals	162,501.06	982.20	129.19	-	163,612.45	126,644.81

St Mark's Church KR

Balance Sheet detailed

	As at 31/12/2020	As at 31/12/2019
Current assets		
B01: HSBC	-	-
B02: CafCash	113,790.89	128,744.71
B03: Petty Cash	-	-
B04: CCLA Deposit	-	-
B06: Gold Deposit	1,391.50	5,025.45
B07: Youth	-	-
B08: Makeover	22,230.30	11,017.78
B09: Parents & Toddlers	-	-
B10: Trekkers HSBC	-	-
B11: Wednesday Fellowship - HSBC	-	-
Total Current assets	137,412.69	144,787.94
Liabilities		
6698: Insurance Pay Out	6,934.76	40,329.86
6699: Agency collections	60.02	392.04
7000: Deposits	100.00	200.00
Z04: Accounts Payable	-	106.00
Z07: Pension Control Account	285.60	-
Z08: Creditors (Net)	-	-
Total Liabilities	7,380.38	41,027.90
Net Asset surplus (deficit)	130,032.31	103,760.04
Reserves		
Excess/(deficit) to date	26,272.27	88,685.14
Z01: Starting balances	69,346.50	14,734.32
Z02: Gains/(losses) on investment assets	-	340.58
Z03: Gains/(losses) on reval of fixed assets	34,413.54	-
Total Reserves	130,032.31	103,760.04

Represented by Funds		
General (Unrestricted)	126,451.50	64,175.49
Designated	3,930.00	6,634.93
Restricted	82.81	32,949.62
Endowment	-	-
Total	130,464.31	103,760.04

Notes to the Financial Statements for the year ended 31 December 2020

1 Accounting policies

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis, together with the applicable accounting standards "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2020).

Incoming resources

Planned Giving, collections, and donations are recognized when received. Tax refunds are recognized when received. All other income is recognized when it is received.

Outgoing resources

The Diocesan common fund share is accounted for when due. Other outgoings are generally recognised when incurred.

Fixed assets

Expenditure on individual fixed assets costing more than £500 is capitalised and written off over the expected useful life of the asset. Consecrated land and property are excluded from the accounts

2 **General funds**

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

3 **Restricted funds**

Restricted funds are donations received for a specific purpose. The funds may only be expended for the purpose for which they were given.

Adopted at the Annual Parochial Church Meeting on 16th May 2021

Signed on their behalf by Revd Will Leaf (Chair)