

St Mark's Church Gillingham

'Living for Jesus, Loving Gillingham, Learning Together'

ANNUAL REPORT & ACCOUNTS

of the

PAROCHIAL CHURCH COUNCIL

For the year ended 31st December 2018

PCC Chair

Rev Saju Muthalaly – Chairman
Helen Towers and Raymond Shergill – Joint Vice Chairs

St Mark's Parish Office,
The Old Vicarage, Vicarage Road, Gillingham ME7 5JA

Bank

HSBC Bank Plc. High Street, Gillingham, Kent ME7 1BP

Independent Examiner

Mr R Trice MAAT
210 King George Road, Chatham, Kent ME5 0PH

Charity no. 1141709

St Mark's Church, Gillingham **Annual Report of the Parochial Church Council** **for the year ended 31 December 2018**

Administrative information

St Mark's has charitable status as a registered place of worship under Section 3 of the Charities Act 1993. Charity Number 1141709

Church address	St Mark's Church Canterbury Street Gillingham Kent ME7 5TP	01634 570 320
Church office	St Mark's Parish Office The Old Vicarage Vicarage Road Gillingham Kent ME7 5JA	01634 570 489

Parochial Church Council (PCC)

Incumbent (Priest in Charge)	Rev. Saju Muthalaly	<i>Chair</i>
Curate	Rev. Amanda Maskell	<i>from September 2017</i>

Churchwardens

From APCM 2017 to 2018	Mr Raymond Shergill	<i>joint Vice Chair</i>
	Mrs Helen Towers	<i>joint Vice Chair</i>
<i>From APCM 2018 to 2019</i>	Mr Raymond Shergill	
	Mrs Helen Towers	

Diocesan Synod	Mr Ernie Mann	<i>until August 2018</i>
-----------------------	---------------	--------------------------

Deanery Synod

From APCM 2017 to 2020	Mrs Siju Adeoye Mrs Eve Martin Mr Keith Sheepwash Mr Terry Whittaker	<i>SMIC rep</i>
------------------------	-------------------------------------------------------------------------------	-----------------

SMI Church nominated rep	Mrs Carolyn Facey	<i>SMIC rep From APCM 2017</i>
---------------------------------	-------------------	--------------------------------

Elected to PCC

From APCM 2016 to 2019	Mr Mic Aldington Mr Robert Byles Mrs Helen Towers Mrs Denise Young	<i>left September 2018 to APCM 2017</i>
------------------------	-----------------------------------------------------------------------------	---------------------------------------------

From APCM 2017 to 2019	Mr Luke Prankard	
------------------------	------------------	--

From APCM 2017 to 2020	Mr Glyn Allen	<i>Treasurer</i>
	Mr Jonathan Mann	
	Mr Paul Smith	
	Mrs Jo Whittaker	<i>resigned May 2018</i>
From May 2018 to 2020	Mr Shane Cordle	<i>fill space vacated by JW – resigned Oct 2018</i>
From APCM 2018 -2021	Mr Lance Hanning	
	Miss Lisa Highstead	
	Mr Graham Wilkins	
	Mrs Vicky Allen	<i>PCC Secretary to fill space on PCC</i>
Co-opted to PCC	Mrs Ellie Oparaku	<i>from April 2018</i>
	Gabriele Goddard	<i>from Oct 2018 Parish Safeguarding Officer</i>
PCC Minutes Secretary	Mr Samuel Wilkins	<i>(from APCM 2018)</i>
Bankers	HSBC Bank plc	
	High Street, Gillingham, Kent ME7 1BP	
Auditors	Independent Examiner	
	Mr R Trice MAAT	
	210 King George Road, Chatham, Kent ME5 0PH	

Structure, Governance and Management

The Parochial Church Council is a corporate body, established by the Church of England. The PCC operates under the Parochial Church Council (Powers) Measure. The PCC is registered with the Charity Commission (no. 1141709).

PCC Members are also Charity Trustees and must ensure compliance with charity law and church (ecclesiastical) law and exercise a duty of prudence and a duty of care.

The method and appointment of PCC members is set out in the Church Representation Rules. All regular church attendees are encouraged to register on the Electoral Roll and are thereby eligible to stand for election to the PCC. In 2009 the Annual Parochial Church Meeting agreed to electing 12 members for 3-year terms of office with casual vacancies filled by those with least votes and to suspend until rescinded, the 6-year rule for the term of office of a Churchwarden.

The PCC continues to comply with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Other matters related to church and other legislation (compliance with Health and Safety and Disability Discrimination etc.) are brought to the notice of PCC members for review and action.

Committees

The Standing Committee is a statutory requirement and comprises the Vicar, Churchwardens, Treasurer, PCC Secretary and at least two, but no more than four, elected members from the PCC.

This Committee meets, when required, and brings recommendations to PCC meetings on various matters, including those referred to it by the Council. It has power to take decisions on behalf of the PCC when required.

Other committees or Task Groups are formed and meet as required to consider various aspects of church life.

We also have, with formal terms of reference, task groups for Property, Finance, HR, Mission Links and Pre-School Management. It is our intention that all members of the PCC sit on at least one of these groups and the clergy are members of each group by right. The Property, Finance and HR task groups meet three times a year following shorter PCC meetings and on an ad-hoc basis as required.

St Mary's Island District Church Council operates with separate accounts and meetings under the leadership of the Vicar and the Focal Minister (lay position). Their annual reports are published and sent to the Diocese separately, but we include them together with this report in our Charity Commission submission. St Mary's Island has its own District Council Scheme (i.e. its 'constitution') approved by Bishop's Council and the Diocesan Registrar.

Objectives and Activities

The role of the PCC is:

To promote the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England and upholding the evangelical charismatic tradition of St Mark's.

To co-operate with the minister in promoting, in the parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. To accomplish this, we seek together through prayer to discern 'the mind of the Lord'.

To take responsibility for the right administration of the Church and its properties and, in conjunction with the Churchwardens and Treasurer, to make financial provision for staff salaries, Parish 'Offer', general maintenance and running costs as well as the various charitable needs.

To make considered decisions, after discussion and prayer, on behalf of the whole Church fellowship rather than simply promoting members' individual or partisan interests. In the planning of activities, the PCC has considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

<p style="text-align: center;">The Church's Purpose Statement is 'Living for Jesus, Loving Gillingham and Learning Together'.</p>

Review of the year

Church Attendance

On the Church Electoral Roll, as at 31 Dec 2018, there were 217 members (202 for 2017), plus a further 69 on the Electoral Roll of St. Mary's Island Church.

The attendance at major events was as follows:

220 at the Easter Day service (253 in 2017)
299 at the Christmas Eve service (189 in 2017)
148 at the Christmas Day service (201 in 2017)
569 at the Remembrance Day service (505 in 2017)

A number of children and young people met regularly with their leaders on Sundays and at various activities during the week.

In October, a detailed study was carried out on Church attendance during the month. The statistics showed:

Average gross weekly attendance	206	(240 for 2017)
Average attendance counted once	195	(204 in 2017)
Attendees aged under 30	25%	(31% in 2017)
Attendees aged 30 to 60	50%	(42% in 2017)
Attendees over 60	25%	(27% in 2017)

Overall male to female balance 40% female 60% male (56% female 44% male in 2017)

The PCC will continue to use the full data to focus ministry accordingly and track trends in the future.

Church Status PCC

During the year, the PCC met monthly except August. The Council remain focused on proper governance of our Church, but we have also spent time on discerning where God wants us to be as a Church and shaping a longer-term strategy for the work that is needed in the church building, such as, heating, technical systems, chairs etc. Details of the activity are covered in the more specific report of the PCC by the PCC Secretary, Vicky Allen. Samuel Wilkins has contributed enormously by being Minutes Secretary throughout the year and we would like to thank him for all his hard work.

The Parish remains in a status where the living is suspended. This is a technicality imposed by the Diocese where the leader of the Church is appointed under a contract that has limitations as opposed to being appointed as Vicar. In essence, this allows the Diocese to make changes to Parish boundaries and structures which cannot happen if the Priest is appointed as a Vicar. The appointment is known as Priest-in-Charge. It has no day-to-day impact on our Parish activity, but does mean that whilst this persists the Diocese can make changes to our Parish. The Diocese are looking at the structure of our Deanery, an exercise that has been going on for very many years, and until final decisions on Deanery structure are made then, sadly, the living will remain suspended. In November the PCC of St Mark's received notification of the vacancy in the Benefice

and under the Measure resolved to waive their rights to enable the presentation of the current Priest –in-charge, Reverend Varghese Malayil Lukose Muthalaly to be the next incumbent of the Benefice. We look forward to attend Saju's Licencing as Vicar of St Mark's, by the Archdeacon of Rochester Andrew Wooding Jones on Sunday 24 February 2019.

Staff and elected roles

In the office we were pleased to appoint Katie Jenkins as the Office Administrator, taking over some the role that Pauline Jackson had efficiently covered for nearly seven years. We would like to thank Pauline her for all that she did and wish her well in her retirement. In May, Ellie Oparaku took up the position of Operations Manager and we welcomed her in this new role.

In May Jo Whittaker resigned from her position as Vicar's PA and we thank her for all that she has done over the years.

Raymond Shergill and Helen Towers were re-elected as Churchwardens, and we thank them for their dedication and hard work.

Building Issues

After much discussion and planning over may years, the improvements to the toilet facilities in church, including the provision of an accessible toilet, were completed in July. We thank the Building Project Team for input in the design, tendering process, project managing and overseeing the work. The facilities were officially opened on 23 September by the Archdeacon of Rochester – Andrew Wooding Jones.

The Fabrics, Goods and Ornaments report fully details all that has happened relative to our properties (see Statutory and Additional Reports booklet).

Church Activities

As you will see from the many reports that have been submitted under Additional Reports, during the year new initiatives have been undertaken, including Cinema Club, and Who Let the Dad's Out.

A number of our church have undertaken the Growing Leaders Course run by CPAS, and this has helped people to look at ways that God might be calling them to serve in the life of the church and elsewhere.

In May the PCC were asked to consider support of Simon Morbey who has been working with the youth in St Mark's for some time and had applied to undertake an Applied Theology Course, which focuses on youth and community work. He has asked that his placement should be at St Mark's and he will volunteer for 12 hours a week as part of his course. In June the PCC were happy to ratify this placement.

It was with sadness that we had to announce to the church that Shane Cordle had stepped down and resigned from his post as the Head of Youth, Children and Family Worker. This has been a difficult time in the life of the church and we are praying and considering a way forward. Meanwhile Simon Morbey has taken on more responsibility for the youth work in the church and Christine

Cordle has responsibility for the children's work. We are grateful to them both for their willingness to work in these areas.

St Mark's Parish - St Mary's Island Church (SMIC)

The full report of the activity of SMI Church is covered in a specific report within the Additional Reports document. Like St Mark's, SMIC have spent time discerning their Mission Statement '*Creating Spaces for our Community to Encounter Jesus*' and are taking steps to live out that mission. There are many aspects of this, including the incarnational living of the congregation, but corporately, various ventures stand out such as, Messy Church, activities at the School, Ladies Group and the stone painting initiative.

St Mary's Island C of E School (SMIS)

The school continues to flourish under the headship of Christine Easton. Whilst there is natural engagement between SMI Church and School, as the Church meets in the school building, the relationship between the two goes much deeper, to the great benefit of both. See the full report in the statutory and additional reports booklet.

Financial review

General Fund

At the beginning of 2018 we forecast a budget deficit on PCC unrestricted General Fund of £14,925, which included transfers between Repair and Pre-school Funds. Following Gift Day, £14,068 was allocated to General Fund from the total Gift Day donation to give a near 'break-even' year-end forecast. In September the PCC agreed to transfer £25,000 from General Fund reserves to the Development Fund as a provision for planned future costs related to the church building. Although with this transfer the General Fund shows a deficit in the accounts of £17,894, we give thanks to God that, excluding the transfer provision, the General Fund finished with a surplus of £7,106. Our total income was £202,173 compared to £192,935 in 2017, with an increase in expenditure from £160,526 in 2017 to £192,550.

Voluntary donations increased to £174,552 compared to £158,858 in 2017. Excluding Gift Day allocation, voluntary giving amounted to £160,484, accounting for 85% of our income.

Income continued to be supplemented by £10,370 rental for use of the Garden House by the Medway Campus Chaplain. The cost of running our buildings (excluding the Garden House) was £9,753 higher than budget. Staff costs were £7,249 lower, mainly due to the departure of the HYCFM and vicar's PA.

Mission Giving was £14,820, compared to a budget of £15,900, being 10% of the previous year's voluntary giving. The balance of 1,080 was transferred to the Mission/Reach Funds as carry over to 2019. Total actual Away Giving paid out was £16,858.

We paid £58,800 to the Diocese of Rochester, as our St Mark's Parish Offer, being a contribution for parish clergy stipends and other diocesan support costs. The total Parish Offer, combined with SMI Church contribution, was £73,500, which was 5% higher than 2017.

The General Fund cash at bank and in hand at 31 December 2018 was £57,640. After debtors and creditors adjustment the net current asset was £64,919. This represents a 'reserve' of 35.6% of our 2019 forecast expenditure.

Gift Day

We give thanks that In June a total of £35,953, including Gift Aid tax, was donated for Gift Day. £21,885 was allocated to the Development Fund to meet the £20,000 construction cost shortfall and the balance of £14,068 to General Fund.

Other Funds

The total year-end balance in our Repair Funds was £28,717. We deposited a total of £5,225 and transferred £10,000 from the Church Repair Fund to the Development Fund.

During the year, we settled costs for the church toilet project of £100,946 from the Development Fund, which includes a snagging retention of £2,336. The fund now has a balance of £32,512, which has been earmarked by the PCC towards the planned costs for replacement church boilers and improvements to the heating system.

The balance in the Mission Fund was £6,394. We are grateful to those who faithfully give regularly or as a one off to this and the Development Fund.

The Vicar's Discretionary Fund received donations of £200 with discretionary spending of £2,240. The fund current balance is £1,956.

Donations of £19,552 were received for the India Fund with an expenditure of £22,993 in connection with the India 2018 Mission Visit. The year-end balance of the fund is £10,836.

The Reach at Gillingham Pier Restricted Fund is to support management of income and expenditure for this venture until it is more established. Income received during the year was £3,391, with expenditure of £596. £1,000 was transferred to this fund as part of mission giving. The fund balance is £3,870.

Our applications for grants from the Diocese Children and Young People (CYP) were successful and a total of £5,250 has been placed in the HYCFM Fund. During the year £898 has been spent, leaving a balance of £4,351.

With the former Faith and Light group becoming Peace and Hope and a PCC regulated activity, a new restricted fund has been established with an opening transfer from Faith and Light of £1,394. With expenses of £59, the fund balance is £1,336.

Pre-school income from all sources was £93,615 and expenditure £66,812, giving a surplus for the year of £26,803 and a net surplus of £23,015 after transfers to General Fund. This compares to a net surplus of £4,435 in 2017. The fund balance is £46,569. We acknowledge the Pre-school team for achieving this outstanding financial performance – a 43% increase in income.

Reserve Policy

It is PCC policy to maintain a balance on free reserves (net current assets) to smooth out any fluctuations in cash flow and to meet emergencies. The PCC agreed to a General Fund minimum reserve policy of £55,000 for 2018.

Total Funds held by the charity - £201.960.

Restricted Funds - £137,041.

Unrestricted Funds (reserve) - £64,919 which represents 35.6% of 2019 General Fund expenditure.

The Restricted Funds are earmarked for future projects and ongoing commitments. With our current level of unrestricted reserve, we consider the financial risk to be low.

2019 Budget

The PCC has approved the final 2019 V2 budget, with a year-end forecast surplus of £4,786, which includes provision for youth, children and families staffing for part of the year.

Summary

It has been, without a doubt, a year in which God has continued to work in the lives of people, for which we are thankful to God.

We have continued to live out our purpose of, Living for Jesus, Loving Gillingham and Learning Together, and it is with thankful hearts we acknowledge God's in all the many aspects of our church life and the outreach into our Parish and community.

We thank God for His generous provision during the year and it is with gratitude that we applaud the generosity of members of the congregation, who give sacrificially, of their time and money, in serving the Lord in this place.

Our witness is shown in extraordinary ways and these are documented in this Report and the Statutory and Additional Reports (shown in a separate publication). These show how diverse and far reaching our outreach is into all areas of church life and beyond into the community around.

Not everything is recorded, and thanks goes to all those who have submitted a report and to the many others who serve quietly, in ways big and small, often unseen and we express our thanks to all of you who have done so and are continuing to do so. Nothing is unseen by God; it is He who should receive all the praise for all He has done.

To our God and Father be glory for ever and ever.

Saju Muthalaly

Signed on behalf of the Parochial Church Council by the Chairman, on

St Mark's Church Gillingham

End of Year Financial Statements

Year ending 2018

Approved by PCC on 13 April 2019 for Independent Examination submission

Accounting policies

Basis of financial statements

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and prepared under FRS102 as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)).

Funds

The General Fund represents the funds of the PCC that are unrestricted and are available for application to the general purpose of the PCC. Other Funds are restricted, including the Development Fund, Mission Fund, Vicar's Discretionary Fund, Pre-school Fund, Small Funds, Repair Funds, Head of Youth, Children and Families Fund (HYCFM), India Fund, Reach at Gillingham Pier Fund and Peace and Hope Fund.

The Development Fund represents monies donated for capital/refurbishment work on all church properties, receives Gift Aid and other income from donors.

The Mission Fund is a fund into which donations given by church members specifically for mission work are held and distributed.

The Vicar's Discretionary Fund is financed primarily from voluntary donations and makes discretionary payments to those in need.

The Pre-school is self-financing, providing a Christian pre-school for the local community.

The HYCFM Fund receives funding from grants towards ministry and activities of youth, children and families.

The India Fund receives voluntary donations and income from fund raising activities for India mission support.

The Reach at Gillingham Pier is a fund set up to support management of income and expenditure of a new Bishop's Mission Order initiative.

The Peace and Hope Fund is a church community group for those with learning difficulties and their families and carers. The initial funds were transferred from the Faith and Light Christian association of which Peace and Hope was formally a part.

A number of accounts have been entered collectively under the heading of Small Funds, where restricted income has been received for specific purposes.

The Repair Funds are amounts held by the Diocese of Rochester on St Mark's behalf to cover the cost of anticipated repair work on the Church, Old Vicarage, Vicarage Hall and Garden House.

Incoming Resources

Voluntary income and capital resources

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

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is received.

Other income

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

Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

All expenditure incurred during the year on consecrated or beneficed buildings, individual item under £1,000 of the repair of movable church furnishings acquired before 01 January 2000 is written off.

Other fixtures, fittings and office equipment

Depreciation on fixed asset properties has not been provided in these accounts as any charge is considered to be not material, on the basis that the asset has either a very long useful life; or a residual value, based on its current value, which is not materially different from its carrying value. Depreciation is provided on all other tangible fixed assets at rates calculated to write off the cost, less estimated residual value, over the expected useful lives of the assets, as follows:

Nothing at present is being written down.

St Mark's Church, Gillingham

Statement of Financial Activities

For the year ended 31 December 2018

	Unrestricted	Restricted	Endowment	2018 Total funds £	2017 Total funds
	£	£	£		
Income and endowments from:					
Donations and legacies	174,552	62,711	—	237,263	182,622
Income from charitable activities	17,506	94,979	—	112,485	81,961
Other trading activities	—	—	—	—	3,784
Investments	1	165	—	166	130
Other income	10,114	—	—	10,114	17,682
Total income	202,173	157,855	—	360,028	286,179
Expenditure on:					
Expenditure on charitable activities	192,550	200,627	—	393,177	230,453
Other expenditure	—	—	—	—	176
Total expenditure	192,550	200,627	—	393,177	230,629
Net income / (expenditure) resources before transfer	9,623	(42,772)	—	(33,149)	55,550
Transfers					
Gross transfers between funds - in	3,788	41,305	—	45,093	24,118
Gross transfers between funds - out	(31,305)	(13,788)	—	(45,093)	(24,118)
Other recognised gains / losses					
Net movement in funds	(17,894)	(15,255)	—	(33,149)	55,550
Total funds brought forward	330,313	152,296	—	482,609	427,059
Total funds carried forward	312,419	137,041	—	449,460	482,609

St Mark's Church, Gillingham

Balance Sheet

As at 31 December 2018

	2018 £	2017 £
Fixed assets		
Tangible assets	247,500	247,500
	247,500	247,500
Current assets		
Debtors	8,907	8,396
Cash at bank and in hand	196,439	227,239
	205,346	235,634
Liabilities		
Creditors: Amounts falling due in one year	3,386	525
	3,386	525
Net current assets less current liabilities	201,960	235,109
Total assets less current liabilities	449,460	482,609
Total net assets less liabilities	449,460	482,609
Represented by		
Unrestricted		
General fund	312,419	330,313
Restricted		
Community Development Fund	—	—
Peace and Hope Fund	1,336	—
Reach at Gillingham Pier Fund	3,870	75
Small Funds	500	500
Vicars Discretionary Fund	1,956	3,996
Vicarage Hall Repair Fund	4,434	3,603
Church Repair Fund	12,238	19,881
Development Fund	32,512	68,947
Garden House Repair Fund	4,294	3,395
Head of Youth, Children and Families Fund	4,351	—
India Fund	10,836	14,277
Mission Fund	6,394	7,558
Old Vicarage Repair Fund	7,750	6,510
Pre-school Fund	46,569	23,554
Funds of the church	449,460	482,609

Approved by the PCC onand signed on its behalf by:

St Mark's Church, Gillingham

Analysis of income and expenditure

INCOME AND ENDOWMENTS

	Unrestricted £	Designated £	Restricted £	Endowment £	2018 £	2017 £
Donations and legacies						
Gift Aid STO Offerings	99,885	—	3,025	—	102,910	101,740
Gift Aid Donations	14,687	—	2,550	—	17,237	13,845
Non Gift Aided Donations	8,661	—	3,060	—	11,721	7,273
Gift Aided Church Collections	5,325	—	—	—	5,325	9,806
Non Gift Aided Collections	2,467	—	—	—	2,467	1,078
Gift Day Gift Aided	11,194	—	17,500	—	28,694	—
Gift Day Non Gift Aided	76	—	10	—	86	—
GA Tax Recovered	32,237	—	7,709	—	39,946	32,288
Grants	—	—	5,250	—	5,250	—
VDF donations	—	—	200	—	200	2,850
K Barnwell Wycliffe	—	—	240	—	240	240
Nehemiah Mission India	—	—	980	—	980	180
Just Text Giving	21	—	—	—	21	43
India donations	—	—	19,103	—	19,103	9,070
India MyDonate	—	—	294	—	294	4,209
Reach at Gillingham Pier	—	—	2,790	—	2,790	—
Total	174,552	—	62,711	—	237,263	182,622
Income from charitable activities						
Wedding Fees	1,787	—	—	—	1,787	1,070
Funeral Fees	3,323	—	—	—	3,323	1,596
Vicarage Hall Lettings	821	—	—	—	821	1,961
Old Vicarage Lettings	1,205	—	—	—	1,205	1,566
Pre-school Fees	—	—	13,553	—	13,553	8,339
Medway Council Funding	—	—	80,032	—	80,032	57,229
Garden House rent	10,370	—	—	—	10,370	10,200
Peace and Hope	—	—	1,394	—	1,394	—
Total	17,506	—	94,979	—	112,485	81,961
Other trading activities						
India fund raising	—	—	—	—	—	3,784
Total	—	—	—	—	—	3,784
Investments						
Bank Interest	1	—	165	—	166	130
Total	1	—	165	—	166	130
Other income						
Photocopying	771	—	—	—	771	445
Other Income	3,072	—	—	—	3,072	—
Cricket Club	—	—	—	—	—	176
Staff salary reimbursement	4,292	—	—	—	4,292	14,437
Garden House reimbursement	1,980	—	—	—	1,980	2,625
Total	10,114	—	—	—	10,114	17,682
INCOME TOTAL	202,173	—	157,855	—	360,028	286,179

EXPENDITURE

	Unrestricted	Designated	Restricted	Endowment	2018	2017
	£	£	£	£	£	£
Expenditure on charitable activities						
K Barnwell Wycliffe	1,000	—	—	—	1,000	600
T&T Barrow SIM	3,160	—	—	—	3,160	2,160
L Haslam UFM	1,560	—	—	—	1,560	3,120
C MacFarlane (Mission India)	500	—	—	—	500	120
Word on the Street	—	—	—	—	—	188
Students/Internationals Worker Salary	—	—	—	—	—	11,228
Offer (Parish Share)	58,800	—	—	—	58,800	56,000
Dognons France	720	—	—	—	720	720
Travel Vicar	1,143	—	—	—	1,143	577
Telephone Vicar	636	—	—	—	636	636
Vicar Other expenses	1,494	—	—	—	1,494	1,603
Vicarage water rates	561	—	—	—	561	660
Vicarage Council Tax	1,952	—	—	—	1,952	1,845
Vicarage Repairs	96	—	—	—	96	141
Garden House Water rates	327	—	—	—	327	(6)
Garden House Council Tax	1,303	—	—	—	1,303	614
Garden House Repairs	231	—	—	—	231	5,673
Garden House Insurance	338	—	—	—	338	479
Church Gas	3,948	—	—	—	3,948	3,332
Church Electricity	1,589	—	—	—	1,589	1,086
Church Repairs	12,393	—	1,875	—	14,268	3,376
Church Telephone	330	—	—	—	330	296
Church Water Rates	186	—	—	—	186	165
Worship etc	8,803	—	875	—	9,678	5,047
Church Cleaning	2,105	—	—	—	2,105	2,133
Church Insurance	3,793	—	—	—	3,793	1,561
Vicarage Hall Gas	967	—	—	—	967	731
Vicarage Hall Electricity	807	—	—	—	807	636
Vicarage Hall Insurance	853	—	—	—	853	1,245
Vicarage Hall Repairs	688	—	—	—	688	500
Vicarage Hall Water Rates	185	—	—	—	185	216
Vicarage Hall Other Costs	475	—	—	—	475	479
VH Cleaning	2,474	—	—	—	2,474	2,292
Old Vicarage Gas	398	—	—	—	398	842
Old Vicarage Electricity	495	—	—	—	495	423
Old Vicarage Insurance	1,032	—	—	—	1,032	1,311
Old Vicarage Repairs	1,431	—	—	—	1,431	468
Old Vicarage Water Rates	185	—	—	—	185	216
Old Vicarage Other Costs	512	—	—	—	512	272
OV Cleaning	2,105	—	—	—	2,105	1,989
Youth & Children's Work	1,057	—	509	—	1,565	794
SPLAT	—	—	—	—	—	173
Evangelism	427	—	—	—	427	289
Office Manager's Salary	6,546	—	—	—	6,546	12,285
Office Photocopying	3,402	—	—	—	3,402	2,508
Office Telephone	401	—	—	—	401	354
Office Other Costs	2,248	—	—	—	2,248	348
Independent Examination Fees	550	—	—	—	550	525
Other Governance Costs	276	—	—	—	276	250
Church Project Architects Fees	—	—	—	—	—	7,781
Pre-school Staff Costs	—	—	58,898	—	58,898	51,058
Pre-school Other Costs	—	—	7,915	—	7,915	5,074
Vicar's Discretionary Giving	—	—	2,240	—	2,240	500
Nehemiah Mission India	—	—	995	—	995	195
K Barnwell	—	—	300	—	300	300
Other Expenditure	367	—	—	—	367	202
Vicar's PA	2,281	—	—	—	2,281	5,127
Hyndman's Trustees	150	—	—	—	150	120
Medway Night Shelter	500	—	—	—	500	500
Tear Fund (mission)	1,200	—	—	—	1,200	1,200
Let Loose Concert	1,000	—	—	—	1,000	500

Garden House Electricity/Gas	—	—	—	—	—	471
The Family Trust	750	—	—	—	750	750
Fisherman Trust giving	1,030	—	250	—	1,280	3,030
Administrator SMI	4,301	—	—	—	4,301	3,222
India 2018 expenditure	—	—	22,993	—	22,993	3,196
Just One	—	—	—	—	—	1,000
St Barnabas Vicarage repairs	—	—	—	—	—	275
HYCFM salary	24,375	—	—	—	24,375	10,917
Travel Curate	1,308	—	—	—	1,308	227
Telephone Curate	325	—	—	—	325	112
Curate other expenses	1,009	—	—	—	1,009	712
St Barnabas Vicarage water charges	426	—	—	—	426	119
St Barnabas Vicarage council tax	2,872	—	—	—	2,872	374
Travel HYCFM	—	—	—	—	—	199
HYCFM other expenses	187	—	—	—	187	793
Reach at Gillingham Pier	—	—	596	—	596	—
Medway Campus Christian Union	—	—	100	—	100	—
Toilet Project	—	—	100,946	—	100,946	—
Office Administrator salary	6,175	—	—	—	6,175	—
Operations Manager salary	6,328	—	—	—	6,328	—
Operations Manager Expenses	187	—	—	—	187	—
Gabby Barrow Bulgaria	—	—	100	—	100	—
Cinema Club	—	—	390	—	390	—
Toilet Twinning	—	—	240	—	240	—
Poverty & Hope	500	—	—	—	500	—
Mission 25	250	—	—	—	250	—
Travel Intern Youth Worker	—	—	647	—	647	—
Jonathan Friday - Fishermen Trust	—	—	451	—	451	—
Other Expenses Intern Youth Worker	50	—	—	—	50	—
El Campello Church Spain	—	—	250	—	250	—
Peace and Hope expenses	—	—	59	—	59	—
Foodbank	2,000	—	—	—	2,000	—
Street Kids	500	—	—	—	500	—
Total	192,550	—	200,627	—	393,177	230,453
Other expenditure						
Cricket Club	—	—	—	—	—	176
Total	—	—	—	—	—	176
EXPENDITURE TOTAL	192,550	—	200,627	—	393,177	230,629
Net Income / (expenditure)	9,623	—	(42,772)	—	(33,149)	55,550

Fixed Assets – Tangible Fixed Assets

	Old Vicarage £	Garden House £	Equipment £	Total £
Cost or valuation				
At 1 January 2018	160,000	87,500	—	247,500
Additions	—	—	—	—
Disposals	—	—	—	—
At 31 December 2018	160,000	87,500	—	247,500
Depreciation				
At 1 January 2018	—	—	—	—
Charge in the year	—	—	—	—
On disposals	—	—	—	—
At 31 December 2017	—	—	—	—
Net Book Values				
As at 31 December 2018	160,000	87,500	—	247,500
As at 31 December 2017	160,000	87,500	—	247,500

Debtors

	2018 £	2017 £
General Fund		
Tax Recoverable	7,829	7,469
	<u>7,829</u>	<u>7,469</u>
Other Funds		
Mission Fund Tax Recoverable	45	64
Development Fund Tax Recoverable	733	473
India Fund	—	375
Reach at Gillingham Pier Fund	300	15
	<u>1,078</u>	<u>927</u>
Total Debtors	<u>8,907</u>	<u>8,396</u>

Creditors

	2018 £	2017 £
General Fund		
Independent Examination	550	525
	<u>550</u>	<u>525</u>

Other Funds

Mission Fund - Nehemiah	500	—
Development Fund Charlier retention	2,336	—
	<hr/> 2,836	<hr/> —
Total Creditors	3,386	525

Funds

	Balance 01 Jan 2018	Income	Expenditure	Transfers	Balance 31 Dec 2018
	£	£	£	£	
CRF - Church Repair Fund	19,881	57	—	(7,700)	12,238
CDF - Community Development Fund	—	—	—	—	—
DF - Development Fund	68,947	32,262	(103,696)	35,000	32,512
GHRF - Garden House Repair Fund	3,395	12	—	888	4,294
HYCFF - Head of Youth, Children and Families Fund	—	5,250	(898)	—	4,351
IF - India Fund	14,277	19,552	(22,993)	—	10,836
MF - Mission Fund	7,558	2,089	(3,333)	80	6,394
OVRF - Old Vicarage Repair Fund	6,510	21	—	1,219	7,750
PH - Peace and Hope	—	1,394	(59)	—	1,336
PF - Pre-school Fund	23,554	93,615	(66,812)	(3,788)	46,569
RGP - Reach at Gillingham Pier	75	3,391	(596)	1,000	3,870
SF - Small Funds	500	—	—	—	500
VHRF - Vicarage Hall Repair Fund	3,603	12	—	819	4,434
VDF - Vicars Discretionary Fund	3,996	200	(2,240)	—	1,956
General - General fund	330,313	202,173	(192,550)	(27,517)	312,419
Totals	482,609	360,028	(393,177)	—	449,460

Analysis of Net Assets between Funds

	Unrestricted £	Restricted £	Total £
Tangible Assets	247,500	—	247,500
Debtors	7,829	1,078	8,907
Cash at Bank and in Hand	57,640	138,799	196,439
Creditors	(550)	(2,836)	(3,386)
	<hr/> 312,419	<hr/> 137,041	<hr/> 449,460

Related Party Transactions

During the financial year 2018, St Mark's Charity Trustees donated a total of £46,750 including Git Aid recovered.

During the financial year 2018, a total of £6,186 was paid to St Mark's Charity Trustees as expenses.

St Mark's Church, Gillingham

Statement of Financial Activities

For the year ended 31 December 2017

	Unrestricted	Restricted	Endowment	2017
	funds	funds	funds	Total
	£	£	£	funds
				£
Income and endowments from:				
Donations and legacies	158,858	23,764	—	182,622
Income from charitable activities	16,394	65,567	—	81,961
Other trading activities	—	3,784	—	3,784
Investments	1	129	—	130
Other income	17,682	—	—	17,682
Total income	192,935	93,244	—	286,179
Expenditure on:				
Expenditure on charitable activities	160,349	70,104	—	230,453
Other expenditure	176	—	—	176
Total expenditure	160,525	70,104	—	230,629
Net income / (expenditure) resources before transfer	32,410	23,140	—	55,550
Transfers				
Gross transfers between funds - in	15,000	9,118	—	24,118
Gross transfers between funds - out	(9,118)	(15,000)	—	(24,118)
Other recognised gains / losses				
Gains / losses on investment assets	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—
Net movement in funds	38,292	17,258	—	55,550
Total funds brought forward	292,021	135,038	—	427,059
Total funds carried forward	330,313	152,296	—	482,609