

# **St. Mark**



**South Farnborough**

## **ANNUAL CHURCH MEETINGS**

**Sunday, 15th May 2022**

**ANNUAL MEETING of PARISHIONERS for the  
ELECTION of CHURCHWARDENS**

**in the Church at 11.45**

**ANNUAL PAROCHIAL CHURCH MEETING**

**in the Church at 12.00**

**Meeting Documents**

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# **The Parish of St Mark South Farnborough**

## **Annual Meeting of Parishioners for the Election of Churchwardens**

**Sunday 15th May 2022 at 11.45 in the Church**

### **Agenda**

1. Opening Prayer
2. Apologies for absence
3. Minutes of the meeting, Sunday 16<sup>th</sup> of May 2021
4. Election of Churchwardens

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## **Minutes of the 2021 Annual Meeting of Parishioners for the Election of Churchwardens**

**Sunday the 16<sup>th</sup> of May 2021 after the 10.30 Eucharist in Church**

**Present:** - Mr Deglan Rowe, Churchwarden and Chairman, and 23 parishioners.

**Apologies for absence** were recorded from, Mrs Ann Ient, Mrs Felicity Milne, Miss Gwen Miller, Mrs Eileen Confrey, Mr James Podger, Mrs Maria Smith, and Mr Michael Smith.

### **Minutes of the previous meeting**

The minutes of the previous meeting held on Sunday the 25<sup>th</sup> of October 2020 had been distributed previously, and were approved as a true record of the proceedings. Proposed by Mr Michael Evans and seconded by Mrs Judith Gibbons with 22 for and 1 abstention.

### **Election of two Churchwardens**

There were two nominations for the position of Churchwarden: -

Mr Deglan Rowe and Mr Michael Palmer

There being no further nominations for the position of Churchwarden, Mr Deglan Rowe, and Mr Michael Palmer were duly elected as Churchwardens to serve for a period of one year with all present in favour.

The meeting closed at 11.58.

# The Parish of St Mark South Farnborough

## Annual Parochial Church Meeting

**Sunday 15th May 2022 in the Church following immediately  
after the meeting to elect Churchwardens**

### Agenda

1. Apologies for absence
2. Minutes of the previous meeting Sunday 16<sup>th</sup> of May 2021
3. The Electoral Roll
  - a) acceptance of the Roll
  - b) appointment of an Electoral Roll Officer
4. The Chairmans Report
5. Report on the Proceedings of the Parochial Church Council 2021
6. Financial Report from the Treasurer
7. Independent Examiner
  - a) Note of thanks
  - b) Appointment of the Independent Examiner
8. Report on the Fabric, Goods and Ornaments of the Church
9. Reports from Church Groups
10. Aldershot Deanery Synod:
  - a) Report on 2021 proceedings
  - b) Election of two Deanery Synod Representatives (who are ex-officio members of the PCC and serve for 3 years)
11. Election of Parochial Church Council Members
12. Election of the Honorary PCC Treasurer
13. Election of the Honorary PCC Secretary
14. Safeguarding
15. Any other business, *to be notified in writing to the Chairman not less than seven days before the meeting*
16. Closing Prayer

Note: Following a change to the Church Representation Rules in January 2020, sidespersons are no longer appointed by the APCM. Instead, they are appointed by the PCC.

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# **Minutes of the Annual Parochial Church Meeting The Parish of St Mark, South Farnborough**

**Sunday the 16th May 2021**

**Apologies for absence:** as for the previous meeting.

## **Minutes of the previous meeting**

Minutes of the previous meeting held on the 25<sup>th</sup> of October 2020 had been previously distributed and were approved as a true record of the proceedings.

Proposed by Mr Michael Evans and seconded by Mr Michael Palmer. All present in favour.

## **The Electoral Roll**

- a) Mrs Judith Gibbons reported that there were 49 members on the Electoral Roll. This represents a decrease of 1. The breakdown is: -29 members within the Parish, and 20 outside of the Parish.
- b) **Appointment of the Electoral Roll Officer:** Mrs Gibbons agreed to continue as Electoral Roll Officer, and was proposed by Mrs Marie Collins and seconded by Mrs Daryl Bates. All present in favour.

## **The Chairmans Report**

Deglan did make mention of special thanks to Rev Haydon Wilcox, Rev Martin James, and all the clergy and Lay People who had come from St Peter's to aid us in celebrating the Eucharist, Sunday by Sunday, when Covid 19 allowed.  
There were no questions.

## **Report on the proceedings of the Parochial Church Council**

The Report is attached as part of this APCM Pack.  
There were no questions.

## **Finance Report**

The Treasurer's Report and the Accounts for 2021 are attached to this pack.

The Treasurer made the following comments to his report: -

- Income was down for the first 2 months of the year due to Covid 19 restrictions, in that the Church and Hall were not able to be used.
- We will not be reinstating the passing of the offertory plate and it will remain at the back of Church.
- There has been an increase of the use of envelope scheme.
- We have not paid any of this year's Parish Share, and we still owe £20k from last year

- From October, there will be a reduction in the Parish Share due to the Interregnum.

### **Independent Examiner**

- a) **Note of thanks:** - a note of thanks was sent to the Independent Examiner of the Accounts, Mr Patrick Brown.
- b) **Appointment of an Independent Examiner:** it is hoped that Mr Patrick Brown will be willing to continue as the Independent Examiner for our accounts.

**Fabric Goods and Church Ornaments:** The report is included in the PCC Annual Report for 2021.

The dry rot problem seems to be getting better due to having the Church heating set at a constant temperature. There were no questions.

**Aldershot Deanery Synod report:** The report is included in the PCC Annual Report for 2021  
There were no questions.

### **Election of four PCC Members**

There were three vacancies carried over from the 2020 APCM. With Mr Michael Palmer being accepted as Churchwarden there are now four vacancies. There was only one nomination to fill these vacancies: -

Mrs Angela Gilbert

There being no further nominations from the floor, Mrs Angela Gilbert was elected to serve for three years.

This again leaves three vacancies which were not filled. During our time of Interregnum it is important that all posts on the PCC are filled so that there can be varied discussion on important Church matters.

### **Election of the Honorary Treasurer**

There were no nominations on the form which had been posted on the Church door for this position.

Mr Michael Smith was nominated from the floor,

There being no further nominations, Mr Michael Smith was duly elected as Honorary Treasurer to serve as an Ex-Officio member of the Council for one year.

### **Election of Honorary PCC Secretary**

There was one nomination for this post,

Mr Colin Lagor

There being no further nominations from the floor, Mr Colin Lagor was duly elected to the office of Honorary PCC Secretary, to serve as an Ex-Officio member of the Council for one year.

**Safeguarding:** We are currently without a Safeguarding Officer, due to the death of Mrs Philippa Nicholas. All members of the PCC need to complete the 1<sup>st</sup> stage of training online, and send the results to Mrs Daryl Bates, who has agreed to take on the role.

**Any other Business:**

Mr Colin Lagor offered a vote of thanks to Mr Deglan Rowe for continuing as the lone Churchwarden over the past year, and ensuring that we have clergy for each Sunday we have been able to be open. Mr Colin Lagor also paid tribute to a stalwart of St Marks who we had lost last year, Fr Ian Hedges, who had served the Church and Parish for 31 years before retiring in October 2020.

The meeting closed at 12.36pm with The Grace.

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# St. Mark



## Annual Report of the Parochial Church Council for 2021



# Annual Report of the Parochial Church Council for 2021

## 1 Administrative Information

St Mark's Parish Church is situated on the corner of Reading Road and Alexandra Roads, Farnborough Hampshire. It is part of the Diocese of Guildford, within the Church of England. The Parish has no administrative support or office facilities. The address for correspondence is c/o The Vicarage, 1 St Mark's Close, Farnborough, Hampshire, GU14 6PP

The Parish is no longer a charity exempted from registration with the Charity Commission and became a fully registered charity on 3<sup>rd</sup> April 2020.

## 2 Structure, Governance and Management

The method of appointment of PCC members is as set out in the Church Representation Rules. The PCC operates with two official sub committees: the Finance, and the Hall Management, both of which are chaired by a Churchwarden, and each made up of four other members, with the ability of co-opting other members as necessary. The Executive committee, which is usually chaired by the Vicar, and consists of both Churchwardens, the Treasurer and the Secretary. has not met due to the Interregnum. These groups make recommendations to the main council, where they are debated, and decisions made

## 3 Objectives and Activities

The PCC normally has the responsibility of cooperating with the vicar to promote within the parish the whole mission of the church. It also has maintenance responsibilities for the church and the church hall. It has a responsibility to promote and maintain pastoral links with St Mark's Church of England (Aided) Primary School, Queens Road, Farnborough. In the absence of a vicar the PCC works with the Church Wardens to carry out these objectives.

All resources in 2021 were severely stretched with limited income from the church hall most of the year, due to lockdown and various restrictions on operating the church. Progress was made with the successful appointment of the Reverend Gareth Dicks as Associate Minister at St Peter's and vicar designate of St Marks, with the intention that he would eventually bring new people to join with us in the latter part of 2021, or 2022. He would then be licensed as our new vicar and we would continue the revival of the church.

*Deglan Rowe, Churchwarden*

## 4 Electoral Roll

At the closure date of the Electoral Roll for the 2021 parish year there are 48 persons listed. Two persons were removed and one was added.

It is interesting to note that the number of Roll members who live outside the parish is increasing! We have in fact an almost exact division, with 25 people living in the parish and 23 living outside. At the moment this is more as a result of house moves, than 'new' members, but it will be interesting to see how this changes when our new vicar is in situ with his grafted/planted group from St Peter's.

*Judith Gibbons*

## 5 PCC Membership

The membership for 2021 – 2022 is:

<b>Position</b>	<b>To April 2021</b>	<b>From April 2021</b>
<b>Vicar</b>	Vacancy	Vacancy
<b>Churchwardens</b>	Mr Deglan Rowe Vacancy	Mr Deglan Rowe Mr Michael Palmer
<b>Aldershot Deanery Synod</b>	Mr James Podger Mrs Judith Gibbons	Mr James Podger Mrs Judith Gibbons
<b>Honorary Treasurer</b>	Mr Michael Smith	Mr Michael Smith
<b>Honorary Secretary</b>	Mr Colin Lagor	Mr Colin Lagor
<b>Elected Members (Full council = 9 members)</b>	Mrs Felicity Lewis Mr Michael Palmer Mrs Daryl Bates Mr Jim Ennis Miss Angharad Nicholas- Podger Mrs Vino Perera  <i>During the year, Mrs Angela Gilbert was co-opted onto the Council to serve until the next APCM in April 2021</i>	Mrs Felicity Lewis Mrs Daryl Bates Mr Jim Ennis Miss Angharad Nicholas- Podger Mrs Vino Perera Mrs Angela Gilbert  <i>During the year, Mrs Jaqui Nicol was co-opted onto the Council to serve until the next APCM in April 2022.</i>

## 6 Review of the year to December 2021

The start of the process began with the recruitment of a new vicar for St Mark's. Daryl Bates and Deglan Rowe, represented St Mark's, together with Bishop Andrew and Archdeacon Paul Davies, also the Rector Libby Etherington and Catherine Fewings from St Peter's. Interviews were held with three candidates who attended in person. Gareth Dicks, who had previously been a curate at St Christopher's in Cove, and latterly working in Essex, was selected. Before he joined, a team from St Mark's together with volunteers from St Peter's, worked to redecorate the vicarage and the Diocese upgraded the kitchen and other rooms as appropriate.

Gareth was licensed to join St Peter's, Farnborough, as an Associate Minister – with a view to bringing new people to St Mark's. They would enhance the congregation, which itself would lead to growth. The Diocese recognised that in a parish of 10,000 residents it was important that there was a properly functioning church.

In the meantime, services continued under Covid guidelines and support from the clergy at St Peter's and various speakers. We also had the support of Martin James and Haydon Wilcox. We were able to continue the Eucharist services each week, when regulations allowed. Church attendance was steady, and we started to see new people from the parish and beyond join us. The front desk in the foyer was complete with hand gels and masks available, in accordance with Covid guidelines. We hope that you are able to offer a friendly greeting and to get to know old friends and newcomers.

We did not continue with Zoom services as we were able to offer attendance in person. We lacked the technology to work offering services online, but we made up for this by being in a church which was open as much as the law allowed.

In November, we saw the re-introduction of our 8 am Sunday Service on a once-a-month basis. This was due to the availability of Haydon Wilcox. We noticed that more people were attending. Income from the church hall also improved.

We were able to run the church Harvest Festival to benefit the Food Bank locally. This was run in conjunction with St Mark's School. Remembrance Day and Christmas activities went ahead as usual, including a very successful Christingle, with the children holding up candles lighting up the church. The Midnight Mass was reasonably well attended. We had a definite feeling at the end of 2021 that things were steadily improving as demonstrated by the attendance at the 1030 service. As the table shows, average adult attendance at the 1030 service has improved by about 50% over that before the pandemic.

<b>Period</b>	<b>Average adults</b>
April-June	36
July- September	36
October-December	39
January-March 20th	38

*Deglan Rowe, Churchwarden*

## **7 Report of the Proceedings of the Parochial Church Council**

The Parochial Church Council (PCC) consists of six Ex Officio Members who serve for one year only, two Churchwardens, The Treasurer, the Secretary, and two Deanery Synod members, plus the Vicar, (currently we have a vacancy). In the absence of a Vicar, one of the Churchwardens is appointed as Chairman of the Council.

The main body of the PCC consists of nine (9) elected members who serve for three years. One member was elected as Churchwarden, leaving four vacancies to fill. One member, Mrs Angela Gilbert, was elected at the APCM leaving three vacancies. Mrs Jaqui Nicol was co-opted onto the PCC to serve until the next APCM in 2022.

During the past 12 months, the PCC has met for one Zoom meeting, two special meetings, and seven normal meetings. The Archdeacon of Surrey (Paul Davis), Jens Mankel (Church Planting and Fresh Expressions Advisor), and Richard Lloyd, (who had led a Plant to St Mary's East Molesley) also attended the normal meetings. Rev Gareth Dicks, Associate Minister at St Peter's Church and Vicar Designate for St Mark's Church attended the meetings in January, February and March 2022.

The following subjects were discussed:

- Clergy cover during the Interregnum
- The PCCs response to Covid 19 Pandemic restrictions including opening of the Church Building, and the Church Hall.
- Formation of sub committees
- The formation of a Vision Statement Document for St Mark's future
- The selection of Rev Gareth Dicks as Vicar Designate
- Meetings with the Archdeacon of Surrey and Church Planting Advisor (Jens Mankel)
- Meetings with the Rev Gareth Dicks
- Approving the Accounts for the APCM

- Changing signatories on the Church Banking Accounts
- Approving the appointment of Rev Gareth Dicks as Vicar of St Mark's Church
- Co-opting Mrs Jaqui Nicol onto the PCC to serve until the APCM 2022

In addition to the above subjects, the PCC discussed the day to day running of the Church and Church Hall.

*Colin Lagor, PCC Secretary*

## **8 Fabric Report**

Due to Covid restrictions it was still not possible to take any action in regard to the Quinquennial Report (2019). We did not notice any deterioration in the building, save that in heavy storms we continued to have some water ingress and we need to be aware that-leaks in the roof need to be repaired. The Churchwardens need to consider the terrier and to update Health and Safety in 2022.

*Deglan Rowe, Churchwarden*

## **9 Churchwardens Report for 2021**

As was recorded in last year's Report, we had a deficit of £20,000 at the end of 2020. In the year 2021, with the church hall closed for much of the year and reduced contributions from parishioners due to restrictions in being able to attend church, the deficit became more substantial. We were still expected to pay the full parish share, up until the end of October, when 12 months had passed since Father Ian Hedges retired.

We were, however, able to keep the church open at 10:30 am every Sunday, following government regulations. Moving away from prayer only, we had the support of clergy from St Peter's, Mark Chester, Haydon Wilcox and the Reverend Martin James.

Whilst the vicarage was empty, we needed to inspect it regularly for insurance purposes and to check that it was in order. We collected the post, carried out a visual inspection and assisted in keeping the grounds tidy. The responsibility passed to Gareth, once he had moved in during July. Despite living next door to our church, Church of England rules dictated that Gareth was not able to participate in our services and activities. Thankfully this was relaxed at the end of 2021 and Gareth has visited us on a number of occasions, as well as taking part in positive meetings with the PCC. These were also attended by the Rev Jens Mankel, the Diocesan officer responsible for Church Planting and Fresh Expressions.

*Deglan Rowe, Churchwarden*

## **10 Safeguarding Children and Vulnerable Adults**

During the last year the whole PCC has completed the Basic Safeguarding Course. Deglan Rowe and I have also completed the Safeguarding Foundation Course and are now working on the Leadership Training Course. From this it is apparent that we still have a great deal to implement in order to comply with the Diocesan Safeguarding Policy. Owing to Covid and the absence of full-time clergy this is just about excusable but as we progress and develop in the future it is not. It is therefore imperative that we have not just a Safeguarding Officer but a Safeguarding Team. For this we need to recruit people who can be trained and have a desire to do this important work. I only ever viewed myself as a stop gap appointment.

*Daryl Bates*

## 11 Children and Youth Work

We don't have many children that come every week, so I never know how many are coming. I try to have a sheet in the children's area that relates to the gospel. There are some new toys and books there and I am trying to put stuff for the older children at one end so that they can take as they pass, and younger children's things near the pews so mums and dads can keep an eye on them. We have two children that have asked if they can be confirmed into the church. I have been asked if we will be starting the serving team back up soon as some children want to get more involved.

*Felicity Lewis*

## 12 Deanery Synod report 2021

Whilst it might seem somewhat strange to have the dates for two years Deanery Synod in this report, it will bring us right up to date as far as I can report. I would not normally expect to produce such a long report, but some of the matters arising from this ARE going to have to be taken into account, by St Mark's EVENTUALLY, so I do not want people thinking that "We never heard about that". I am sure our Vicar designate will find much of this flooding into his 'to do' file, in the not too distant future.

In February 2021 the meeting was another held via Zoom. We were asked to discuss what we had missed from being unable to worship in church during Covid restrictions. We were introduced to "Living in Love and Faith", a recommended five week course investigating "relationship, family and marriage" but with quite an emphasis on inclusivity of all aspects of modern day relationships.

The minutes tell us that someone called JAMES POTTAGER was going to welcome Synod to St Mark's in June when we would hopefully hear about the relationship between St Peter's and St Mark's. That meeting disappeared into the ether however because in June we met again via Zoom.

At this meeting we were introduced to the ARCHBISHOP'S MISSION, his planned visit to the Diocese in September 2021.

A large amount of information was also imparted (via numerous Power Point style screens,) about wide reaching planned changes in the Church of England.

The first was about steps being taken to eliminate racism from all appointments, across the full range from top to bottom. One sentence stands out; - "**In appointments, all parish reps will be required to do unconscious bias training**".

Then we were introduced to "The emerging Church of England", a review of how the C of E might look after Covid. Four main areas of this "research" are planned:

- THE RECOVERY GROUP led by the Bishop of London responding to and interpreting changing advice on church buildings and worship
- VISION AND STRATEGY led by the Archbishop of York looking at how Dioceses can best use time, resources and abilities.
- GOVERNANCE led by the Bishop of Leeds to look at recommendations for possible changes to improve functioning.
- TRANSFORMING EFFECTIVENESS led by the Bishop of St Edmundsbury and Ipswich to focus on the practical ways to organise the church to get things done.

The best example that was given in all these projected changes/improvements was about the ridiculousness of the need, at present, for Faculties for 'little things'. This is apparently going to have a serious investigation.

The October 2021 meeting started off with a small amount of feedback following the Archbishop's Mission to Guildford Diocese, all of which was reasonably positive. More information was imparted about how the "Living in Love and Faith" courses would be organised.

The "Parish Needs Programme" was introduced. This will take 2 years to pass through all of Guildford Diocese's deaneries. It is aimed at making parishes look at Parish priorities, Vision and Mission, but it seems that this is NOT an obligatory programme, but is hoping to help everyone move forward after the chaos of the last two years.

There was then a session of information and group discussion about how to reconnect our churches with children, young people and families.

NB...I was NOT at this October meeting so cannot relay any more detailed information.

Early in 2022\_a "Living in Love and Faith" course WAS organised for the Deanery (2 options in fact) and all parishes were invited to find willing participants. Given the current "state of flux" in which we find ourselves here at St Mark's, I decided that, for now, this was not a priority. The PCC agreed as did our Vicar designate. The opportunity will reappear at some time, I am sure, when we may be more prepared to embark.

The latest meeting of Deanery Synod took place whilst I was in the North East at my mother's funeral. Neither James nor I was therefore able to attend. To date I do not have minutes to relay the info from that meeting.

*Judith Gibbons and James Podger*

### **13 Annex – Reports from Church Groups for 2021**

#### **A1 Church Cleaning**

Cleaning is going on but not as well as we would like as there are so few of us. As we get used to it, we are slowly getting better.

*Felicity Lewis*

#### **A2 Church Hall Committee**

From April to September 2021 there was only limited use of the Church Hall due to Covid. However, since then it has been fully used by the local community to such an extent that we can no longer cater for one-off events. Instead, we now have 29 regular hirers encompassing all ages, different ethnicities, learning, leisure and self-help. This means that even the smaller rooms are very fully booked.

The Committee is aware that there are some important projects to carry out in order to maintain and upgrade the hall. We are just starting to prioritise these and get quotations.

As always, we are very grateful to our cleaner and those who help with maintenance both inside and outside the hall.

*Daryl Bates*

#### **A3 Communication (Magazine)**

We may not have had a magazine for over a year now because of covid, but we would love to start it up again but may be slightly different every 3 months.

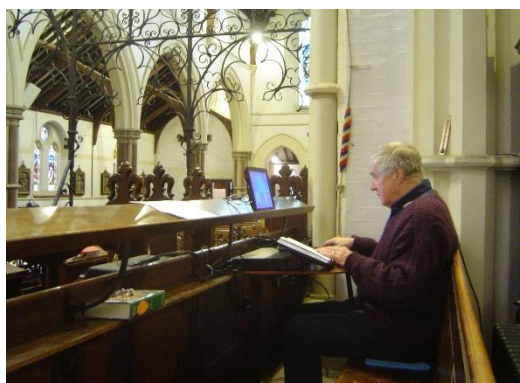
Our Facebook group is full of chat and several of us put thing up regularly. We even had some live streams for our jigsaw event.

We have not been great at getting posters out to the shops recently but we do get most things out on Facebook local groups and pages. We are still finding it hard to get on other websites.

*Felicity Lewis*

#### **A4 Music Report**

The St. Mark's organ simulator started to be used again at the 10.30 am Sung Eucharist in August 2021 (when singing was once more allowed in church during the Corona Virus Pandemic). Prior to that Colin Lagor played hymns with singing through the church audio system from his laptop computer.



The organ simulator is used for accompanying hymns at the Sung Eucharist and providing incidental organ music. It is nearly 10 years since it was introduced and it greatly enhances worship. The organ simulator is a media centre with a large public address loudspeaker that can play any computer-based music. The sound is very much like live organ music. The flexibility of the system allows music other than organ music to be played.

There were no special services during 2021 due to the pandemic, but the organ simulator is also used for weddings and funerals and allows families to request music of their choice.

*Paul Collins*

#### **A5 St Mark's Fellowship**

The Fellowship did not meet in 2021.

#### **A6 St Mark's Floral Team**

It has been a somewhat quieter year than usual, although we have enjoyed a nearer normal year when it comes to decorating the church. Judith kept us going through the summer with artificial flowers, which is a great help and looks lovely.

Easter "Happened" in 2021, so the church was decorated with the help of the usual team, Daryl Bates, Judith Gibbons, Carole Lagor, Felicity Lewis and Jacqui Nicol.

In early August Rose Holborn was kind enough to share some flowers with us from a family wedding.



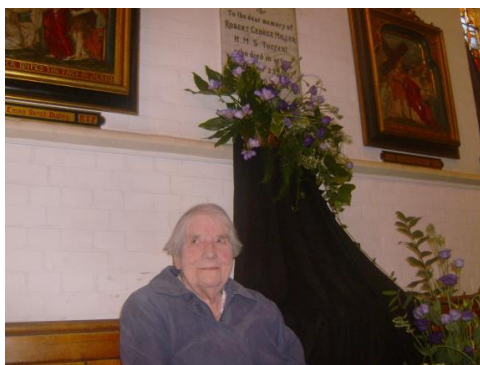
Come Advent and the flowers went and Judith's Alternative Christmas Tree Festival started with an astonishing number of different trees that filled the church. Many people contributed.

When Christmas arrived the church again looked its best with lots of greenery and beautiful floral arrangements.

We then had a couple of months where Jacqui Nicol provided the Madonna flowers.



Lent arrived at the beginning of March and now the church is again bare and we look forward to a riotous Easter, by which time we hope a few new people may join the team and enjoy giving God the glory in flowers.



As always, I want to thank the people who not only arrange their flowers, but also pay for them as a gift to the church. I also want to thank those who so faithfully donate to the flower fund at festivals and for special occasions. Miss Gwendolen Miller must have a mention here because she is very faithful in remembering her uncle at all the festivals. There is a plaque/stone memorial in his memory. He went down with his ship 20 years old on 23<sup>rd</sup> December 1917. Do try and find it.

Marie Collins

### **A7 St Mark's Library**

The library is still open and I have been trying to change the books on the top shelf. We have had some new books too. I hope that somebody may want to help at some point.

Felicity Lewis

### **A8 Website Update**

The website continues to be updated with the latest preaching rota (until the beginning of May 2022), news, social events, sermons and reading. It will, along with all websites run by 'Church Edit', need to be totally revamped by December 2022. Gareth Dicks may have plans to use a different website provider, however, once he is in office.

Anne Rowe

### **A9 Social Committee**

Despite Covid regulations the Committee has sort ways to continue the social life of the Parish with events held outside the Church such as a Family Fun Day, with zip wire teddies, and the MacMillan Coffee Morning.

With the easing of restrictions, we were able to have our annual October Tea Party and have the church open for Remembrance. We held a fantastic Alternative Christmas Tree Festival followed by a Frost Fair and Carol Concert.

It has been wonderful to restart the monthly breakfasts and numbers for this continue to grow.

Plans are in place for Easter, the Queen's Platinum Jubilee and the next Christmas Festival.

The Committee work well together with enthusiasm and too many great ideas (8,000 piece jigsaws) and appreciate all the support given for each event.

Daryl Bates

## St Mark's CE Primary School



2021-22



St Mark's CE Primary School began the academic year with renewed hope that the Covid-19 pandemic would provide less disruption to school life than in the previous 18 months. Whilst some restrictions remained in place, the children were able to enjoy full access to school and embraced their new learning with great enthusiasm.

In October we were delighted to be able to hold our Harvest Festival celebration in church. The children hosted a wonderful service of thanks to God for the food we are provided with. A huge collection for the Farnborough Bank was generously donated by our wonderful families and joined the collection from the church.

November saw us focus our thoughts on Remembrance Day, where we held our reflective service at school. This year each class looked at a different coloured poppy and shared its significance. A beautiful creation of coloured poppies was displayed whilst the children performed thoughtful poems, prayers and readings.

Our annual whole school BIG Day Out took us to the stunning Wintershall Estate in Bramley. The weather was incredible and the children had the most magical day walking the story of the Nativity. It was brought to life with wonderful actors, donkeys, sheep and of course the opportunity to be in the glorious countryside.

As Christmas drew near unfortunately the Covid-19 virus began once again to cause disruption, with many members of our St Mark's community becoming poorly. It meant that changes needed to happen to our Christmas celebrations but still we forged ahead. The Infant Nativity was performed and filmed in school with the children showing they could adapt their acting skills, even with the last minute change in location. They told the story of Baa Baa Bethlehem which included some very catchy songs whilst retaining the most important message of the birth of Jesus.



The New Year brought a focus on the Lord's Prayer for our daily worship. Each class looked at a toolkit to help Christians in prayer. Jesus himself prayed in many different places, about many different things, and when he gave his friends this model, Jesus wanted them to know that talking to God - praying - should be a part of their everyday lives too. Jesus showed his disciples that they could talk to God anywhere, and at any time, about anything. Jesus gave some good ideas to help anyone to pray in the Lord's Prayer. Each class then used this to help them write their own thoughtful prayer.

In February we welcomed back the actors from Wintershall again, this time to perform at school. The actors shared the story of Pontius Pilate and the Feeding of the Five Thousand. The children asked thought provoking questions and shared their ideas with actors.

Most recently we have begun our preparations for Easter, starting by completing 40 Acts of Kindness throughout Lent. In addition to this, our minds have very much been drawn to sharing prayers of peace and keeping the people of Ukraine in our daily thoughts. The children and staff are very much looking forward to our Easter Service which will take place in church, with the invitation extended to our parents and families for the first time since before the pandemic began. Our term will end with a traditional Pause Day, taking the time for quiet reflection, creative activities and personal prayers.

This Easter also sees the departure of our wonderful Headteacher, Mrs Annabel Stocchetti, her leadership over the last seven years has continued to ensure that the children of St Mark's receive many fantastic educational opportunities. This has proved extremely challenging during the last two years due to the pandemic however her determination to ensure provision through online learning and places in school for children of key workers was exceptional. The staff and children will all miss her greatly. The governing body are working hard to recruit a new Headteacher and hope to have them in place for September.

We look forward to many more opportunities to be in church and starting to build new links with Reverend Gareth Dicks when he begins his role as Vicar of St Mark's later this year.

Mrs Nicola Smith  
Senior Teacher



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DIOCESE of GUILDFORD  
PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST MARKS SOUTH FARNBOROUGH (0108)

Financial Statement and Treasurer Report  
Year Ending  
31st December 2021

PRESENTED  
TO THE  
PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST MARKS SOUTH FARNBOROUGH (0108)  
26 April 2022

# 1 – Report of the Independent Examiner for the Year Ended 31 December 2021

## ST MARK'S PAROCHIAL CHURCH COUNCIL

### Independent Examiner's Report to the PCC of St Mark's, Farnborough

I report on the accounts for the year ended 31st December 2021.

#### Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) 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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

#### Basis of Independent Examiner's Statement

My examination was carried out in accordance with the 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 management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently 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 matters have come to my attention:

- (1) which gives me cause to believe that in any material respect:
  - the accounting records were not kept in accordance with section 130 of the 2011 Act; or
  - the accounts did not accord with the accounting records; or
  - the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a part of an independent examination
- (2) I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to obtain a proper understanding of the accounts to be reached



Mr Patrick Brown  
Cherrydale  
Springfield Road  
Camberley  
GU15 1AE

2nd May 2022

## **2 - Financial Statement for the Year Ending 31 December 2021**

Once again St Marks has faced the challenge of dealing with no permanent vicar and Covid-19 in its many mutations, but, by the grace of God, St Mark's has managed to survive.

We are grateful for the support of St Peters over this period in providing a priest when required. That has enabled St Mark's to have a Eucharistic 10:30am service on Sundays throughout the year. Haydon Wilcox and Martin James need a mention as they have been able to provide cover as and when required. A grateful thanks to all the priests for enabling Eucharistic worship at St Mark's throughout the year.

Having the Church open for service has seen the return of weekly income via the envelope and open plate, however the amounts have been somewhat erratic but the collections are increasing.

Standing Orders (SO) have remained constant throughout 2021. This is a good thing as it does give the treasurer some idea for budgeting, and the treasurer would ask any regular givers using the envelope or open plate to consider moving to a Standing Order donation, it would greatly help with budgeting.

The start of 2021 saw the gradual re-opening of the Church Hall, and over the year the income has nearly returned to the pre pandemic levels. The success of the Church Hall income is in no small part due to the herculean efforts of Mrs Daryl Bates, her family and her other supporters.

The Diocese has set the parish share for 2022 at £59,811, the parish share continues to be the biggest single out going and is the payment to the Diocese of Guildford for the cost of ministry at St Mark's.

Once again, as the Treasurer; I would like to thank everyone for their continuing support of St Mark's and, with the grace of God, our success.

### **3. 2021 - Income**

The total income increased from £64,549.50 in 2020 to £67,474.13 in 2021.

This modest increase was helped by the increase in parishioner's voluntary giving by standing order together with an increase of ~£16,800 with the re-opening of the Church Hall. The 2020 income figure was increased by ~£14,800 from the 2018-19 and 2019-20 gift aid claim. The gift aid tax claims for the 2019-20 and 2020-21 tax years are still to be collected.

#### **Planned Giving:**

**A) Monthly Standing Orders (SO)** have seen an increase from £16,065.25 in 2020 to £18,380.00 in 2021. This is an increase of £2,314.75. A big thank you to the people who now donate by Standing Order. This regular planned giving gives the finance committee a better idea for planning and budgeting. Once again, I would ask people to consider donating by SO if possible, enabling better planning and budgeting.

#### **B) Gift Aid Yellow/Brown envelopes:**

The Gift Aid envelope scheme has seen a decrease from £3,223.20 in 2020 to £2,367.90 in 2021, a decrease of £855.30. These figures are still the result of Covid-19 restrictions as the reduced number and style of Church services has had a direct effect on attendance. Some of the reduction is as a result of switching from the brown to blue envelopes and switching to monthly SO giving

#### **C) Gift Aid Blue envelopes:**

The blue envelope scheme has seen a modest increase from £2,027.00 in 2020 to £2,486.50 in 2021, an increase of £459.50.

#### **D) Open Plate Collection:**

The open plate has seen an increase from £3,404.50 in 2020 to £5,445.6 in 2021, an increase of £2,041.10. As the number of people attending services has been slowly increasing, it is good to see the weekly retiring collections increasing, but I would ask if the tax payers could use the gift aid form and the brown or blue envelopes, or possibly switch to a SO method of donating.

The SO planned giving, yellow envelope, blue envelope, open plate and donations income for 2021 was ~£30,000 and ~£28,000 in 2020 which is ~£2,000 increase on 2020. Good as these figures are they are still insufficient to cover the monthly running costs of ministry, insurance and utilities.

The Church Hall is the biggest contributor of income to the general funds increasing from £~£19,000 in 2020 to ~£35,800 in 2021.

The increase in hall income is due in no small part to the herculean efforts of Mrs Daryl Bates and her band of selfless people who maintain and keep the Church Hall virtually fully booked.

Nevertheless, without the continued commitment from this small group of people, life would be very different at St Marks.

The outstanding HMRC Gift Aid claim for the tax year 2019-20 and 2020-21 has still to be collected and will go towards any short fall in the 2022 Parish Share.



## **2021 Income**

### **2021 Income**

	Unrestricted Funds		Restricted			Total	Total
	Church	Hall	General Fund 2526	Development Fund General 7625	Memorial Chapel Project 7625	2021	2020
	£	£	£	£	£		£
<b>Voluntary Income</b>							
Planned Giving Standing Orders	18,380.00					18,380.00	16,065.25
Planned Giving Yellow Envelopes	2,367.90					2,367.90	3,223.20
Gift Aid Blue Envelopes	2,486.50					2,486.50	2,027.00
Open Plate	4,899.60		546.00			5,445.60	3,404.50
Donations	500.00			820.00		1,320.00	1,265.00
Donations Restricted to 2625						0.00	2,220.00
HMRC Refunds	0.00					0.00	14,802.98
	<b>28,634.00</b>	<b>0.00</b>	<b>546.00</b>	<b>820.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>43,007.93</b>
<b>Income from Investments</b>							
Bank interest & compensation	6.74			0.54		7.28	59.10
	<b>6.74</b>	<b>0.00</b>	<b>0.00</b>	<b>0.54</b>	<b>0.00</b>	<b>7.28</b>	<b>59.10</b>
<b>Income from church activities</b>							
Cakes, coffee, crafts							16.79
Charities (Rest collected to be paid)	0.00					0.00	0.00
Spring Summer Autumn etc. Fayre	1,227.28					1,227.28	1,290.85
Church Hall Lettings	0.00	35,796.31				35,796.31	19,082.83
St Mark's PCC Fees	378.00					378.00	1,092.00
Refund on utilities	65.26					65.26	0.00
	<b>1,670.54</b>	<b>35,796.31</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>37,466.85</b>	<b>21,482.47</b>
<b>TOTAL INCOMING RESOURCES</b>	<b>30,311.28</b>	<b>35,796.31</b>	<b>546.00</b>	<b>820.54</b>	<b>0.00</b>	<b>67,474.13</b>	<b>64,549.50</b>

#### **4 - Expenditure:**

The total expenditure for 2021 was £47,185.63. This is a decrease of £4,250.79 from the £51,436.42 figure for 2020, due mainly to the reduced amount paid towards the parish share.

St Marks has been unable to completely pay its parish share for the years 2020 and 2021 and there is an outstanding balance of £20,000.00 from 2020 and £31,311.74 for 2021 making a total outstanding parish share of £51,311.74.

St Mark's will continue to pay the parish share quarterly at the 2021 figure of £3,400 per month, and if funds permit extra will be sent in December 2022.

The financial situation remains unchanged from previous years, all expenditure has been put on hold and only essential and safety works have been and will be carried out to keep the expenditure as low as possible. There is work to be carried out to make the east and west ends of the church water tight. Work is need to repair leaks over the vestry and font and other places at the west end where lead is missing.

The utility bills are being closely monitored. The electricity contracts for the hall and church will renew in June and July 2022. This was negotiated prior to the energy crisis so there will be no massive increase in electricity prices. The gas for the hall and church could not be re-negotiated prior to the crisis but the good news is they are valid until June and October 2024. So I think the utilities will be OK for the time being.

A renewed effort is now required for fundraising for the Church building and roof fund. The Quinquennial report lists some work that is needed fairly promptly to maintain the integrity of the building.

## **2021 Expenditure**

### **2021 Resources Expended**

	Unrestricted Funds		Restricted Funds		Total	Total
	Church £	Hall £	Developm ent Fund General £	Memorial Chapel Project £	2021 £	2020 £
<b>CHURCH ACTIVITIES</b>						
<b>Ministry</b>						
Diocesan Parish Share	20,000.00				20,000.00	25,121.00
Working Expenses	276.68				276.68	196.90
Vicarage Expenses	1,136.25				1,136.25	846.89
Visiting Clergy	837.54				837.54	141.90
Upkeep of Services	297.12				297.12	644.55
<b>Church</b>						
Insurance	4,388.75	2,061.00			6,449.75	6,159.24
Utilities	4,333.14				4,333.14	4,828.91
Boiler Maintenance	288.00	0.00			288.00	137.00
Repairs, Maintenance Certifications	422.79	745.09			1,167.88	1,121.17
Church Music	65.00	990.34			1,055.34	990.34
Verger / Organist	151.00				151.00	270.00
<b>Hall</b>						
Running Costs		5,089.07			5,089.07	5,483.52
Utilities		5,118.61			5,118.61	4,532.47
Hall Sundries		616.65			616.65	722.53
Hall Major Expenditure Repair Maint		368.60			368.60	140.00
Bad Cheques Refunds & Deposit Returns		0.00			0.00	100.00
<b>Other Parish Expenses</b>						
<b>Church Management and Administration</b>						
<b>TOTAL RESOURCES EXPENDED</b>	<b>32,196.27</b>	<b>14,989.36</b>			<b>47,185.63</b>	<b>51,436.42</b>

## **5 - 2021 Statement of Assets and Liabilities**

<u>Assets</u>	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total</u> <u>2021</u>	<u>Total</u> <u>2020</u>
<b>General Fund:</b>				
NatWest Bank 2526	35,488.37	2,766.00	38,254.37	18,793.15
C of E CBF No. 2 Account	12,416.90		12,416.90	12,410.44
C of E CBF No. 3 Account	546.22		546.22	545.94
<b>Development Fund accounts:</b>				
NatWest Bank 7625		6,134.11	6,134.11	5,314.11
C of E CBF Account No.4		1,020.32	1,020.32	1,019.78
<b>Total Assets</b>	<b>48,451.49</b>	<b>9,920.43</b>	<b>58,371.92</b>	<b>38,083.42</b>

## **6 – Movements in Restricted Funds during the year 2021.**

	Bal B/fw d	Receipts	Payments	Transfers / Movements	Bal C/fw d
Dev Fund NW 7625 Gen	4,466.72	820.00	0.00	(270.00)	5,016.72
Dev Fund NW 7625 Memorial Chapel	587.39	0.00	0.00		587.39
Dev Fund NW 7625 Roof works	260.00	0.00	0.00		260.00
Dev Fund NW 7625 Philippa Nicholas Memorial	0.00			270.00	270.00
Reserved funds held in NW2526 Gen Fund	2,220.00	546.00			2,766.00
CBF No.4 004D Restricted	1,019.78	0.54			1,020.32
<b>TOTAL</b>	<b>8,553.89</b>	<b>1,366.54</b>	<b>0.00</b>	<b>0.00</b>	<b>9,920.43</b>

### **Reserved Funds**

£2,200.00 reserved fund in the 2526 account is a memorial fund for Mrs Philippa Nicholas

£270.00 restricted fund in the 7625 accounts is part of a memorial fund for Mrs Philippa Nicholas

### **Liabilities**

### **Development Fund**

The NatWest development fund, a restricted account, can only be used for PCC specified projects.

- 1) Nonspecific Fund: (Restricted within the NatWest ----7625 account) restricted fund of £4,466.72 and receipts of £820.00.  
The £270 restricted figure incorrectly added to the nonspecific fund but has been correctly allocated to the Philippa Nicholas Memorial.
- 2) Church Roof Works (Restricted within the NatWest ----7625 account) carry forwards of £260.00 and zero expenditure, balance of £260.00
- 3) The restricted NatWest -----7625 account balance at 31 December 2021 is the combination of the £5,016.72, £587.39, £260.00 and £270 for a total of £6,134.11

## **Forward to 2022 and further years**

As in last year's 'Forward into 2021', St Marks is still at the point of unsustainability and some major actions will need to be taken to ensure the future of St Marks'. Hope is on the horizon as the new incumbent Gareth Dicks will arrive in May 2022. Gareth is passionate that his mission is to see St Mark's flourish and become a successful and vibrant parish once again.

As in previous years, St Marks will be facing a potential £220,000 to £420,000 sum to deal with the issues of the dry rot and roof repairs, along with the work required by the 2019 Quinquennial inspection. These issues will not go away without the application of significant sums of money to address the issues in the Quinquennial report.

For the 2022 Parish Share the Diocese has set a figure for St Mark's at £59,811.00, and this does not include the outstanding parish share of £51,311.74 from 2020-21 (this figure was provided by the DBF). Once again it will be difficult for St Mark's to meet this 2022 figure, as it would require a monthly payment of £4,984.25 just to pay the 2022 parish share, payments would need to increase to ~£10,000.00 per month to clear the debit in 2022 and currently this is impossible.

In the current climate of increasing costs the Church income is likely to drop but the parish share needs to be paid as this the cost of Ministry.

Ministry includes the vicar, his housing cost, pension and support from the Diocese. And the £59,811 parish share figure equates to a donation of approximately £30.00 per person per week with a regular congregation of 38. Increasing the congregation is essential to reduce this figure.

Please also remember this £30 figure does not cover the costs of the insurance (£4,388.75 for 2021), utilities (£4,333.14 for 2021) and repairs (£711.00 for 2021). It is not possible for everyone to donate this sum but there are some who donate over and above this figure and as the treasurer I thank everyone for this.

Extra funds will be required with the need for some urgent roof works at the both the east and west ends of the Church where the lead was stolen from the roof and the water ingress is destroying the fabric of the building.

On the subject of the weekly/monthly collections and giving, the treasurer would ask if it would be possible to change your method of donation to a Standing Order as this gives a reliable and regular income to enable better budgeting.

The Church Hall is still the saviour of the parish and thanks to Daryl and her family the booking extremely good for the coming year. There are some remedial works required for the hall to ensure that is kept in a desirable condition for the hirers. There is planned work throughout 2022 that will require funding, but the hall income is capable of dealing with these bills, but at the cost of income that can be transferred to the running of the church.

## **Bank Account Functions**

### **General funds**

NatWest Account ---2625 - this is the account used for the day to day running of the Church and Church Hall.

C of E CBF No.2 account - this is the savings account for general non restricted funds.

C of E CBF No.3 account – this is a designated account that can only be for music at St Marks.

### **Restricted Accounts**

NatWest Account ---7625- this is a restricted account and can only be used for the maintenance and upkeep for the Infrastructure of the Church, and specified projects

C of E CBF No.4 Account - this is a savings account for the development funds, same restrictions as for the NatWest Account

Compiled by Michael Smith

Treasurer for the PCC of the Ecclesiastic Parish of St Mark South Farnborough

Registered Charity Number 1188893