

# **St Mark's Church Gillingham**

## **ANNUAL REPORT**

**of the**

## **PAROCHIAL CHURCH COUNCIL**

For the year ended 31<sup>st</sup> December 2010

### **PCC Chairman:**

The Revd. Canon Peter Guinness  
St Mark's Church Office,  
Old Vicarage, Vicarage Road, Gillingham ME7 5JA

### **Bank:**

Barclays Bank plc, North Kent Group  
High Street, Maidstone, Kent  
and  
HSBC Bank plc  
High Street, Gillingham, Kent ME7 1BP

### **Independent Examiner**

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

# **St Mark's Church Gillingham – Annual Report of the Parochial Church Council for the year ended 31 December 2010**

## **Administrative information**

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

**Church address:** St Mark's Church Tel: 01634 570320  
Canterbury Street  
Gillingham  
Kent ME7 5TP

**Church office:** St Mark's Church Parish Office Tel: 01634 570489  
The Old Vicarage  
Vicarage Road  
Gillingham  
Kent ME7 5JA

## **Parochial Church Council ('PCC')**

**Incumbent (Priest in Charge)** The Revd. Canon Peter Guinness - Chairman (From February 2010)

**Associate Vicar:** The Revd. Glenn McWatt

**Readers:** Mr John Beck \*\*  
Mr Graham Davis \*\*  
Canon Ernie Mann\*\*\*

**Churchwardens:** Mr Glyn Allen \* - Chairman (Until Feb. 2010) Vice Chairman  
(From Feb 2010)  
Mr Terry Whittaker \* - Vice Chairman

**Representatives on the  
Deanery Synod** Mr John Beck  
Mr Graham Davis  
Mrs Jo Whittaker

**Elected members:** Mr Mick Aldington  
Mrs Chris Atkins \* - PCC Secretary  
Mrs Nikki Bailey  
Mr Chris Bragg (Until April 2010)  
Mr Trevor Dyer (From April 2010)  
Mr Andrew Mann \*  
Mr David Norton (Until April 2010)  
Mr Luke Prankard  
Mr Keith Sheepwash  
Mr Kelvin Summoogum  
Mr Chris Tozer (From April 2010)  
Mr David Wilkins \* (From April 2010)  
Mr Graham Wilkins

Co-opted members: Mr Rod White \* - Treasurer (From May 2010)

\* Member of Standing Committee

\*\* Member of Deanery Synod

\*\*\* Member of Diocesan Synod

**Bankers:** Barclays Bank plc  
High Street, Maidstone, Kent

From November 2010  
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 was excepted by order from registering with the Charity Commission until October 2009.

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. Under the 2006 Charities Act the PCC was required to register with the Charity Commission by October 2009. The process of registration has been started on line using the main name of The Parochial Church Council of the Ecclesiastical Parish of St. Mark, Gillingham with a working name of St. Mark's PCC, Gillingham.

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.

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

Since the departure of John Saunders as Vicar in October 2008, Glyn Allen, the Vice Chairman, chaired the PCC meetings until February 2010. Peter Guinness chaired the meetings from March 2010, following his appointment as Priest in Charge (Vicar) of St Mark's from February 2010.

## Committees

**The Standing Committee** is a statutory requirement and comprises the Vicar, Churchwardens, Treasurer, PCC Secretary and two 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, subject to direction given by the Council.

**The Advisory Group** comprises the Vicar, Associate Vicar, Churchwardens, Readers, Pastoral Assistants, Youth Worker and Children's Coordinator. Although not a sub-committee of the PCC, the group advises the vicar on day to day matters and longer term planning which are sometimes, in turn, referred to the PCC. Pastoral matters are also shared.

**Other committees** are formed and meet as required to consider various aspects of church life. Recommendations are brought to the PCC for decision.

## 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'.

**The Church's new Mission Statement is 'To please God, Teach his word, Serve others and connect people with Jesus'.**

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 Share, 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.

# Achievements

## Church Attendance

On the Church Electoral Roll, as at April 2010, there were 190 members, plus a further 34 on the Electoral Roll of St Mary's Island Church, giving an overall increase of 5 compared with 2009.

The weekly attendance at the Sunday church services averaged 145 in the morning and 52 in the evening, giving an average Sunday weekly gross attendance of 197, an increase of 12% compared to 2009.

There were 280 on Easter Day, 170 at the Christmas Eve Service and 251 on Christmas Day.

In addition, a large number of children and young people meet 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	240
Average attendance counted once	204
Attendees aged under 30	36%
Attendees aged 30 to 60	40%
Attendees over 60	24%
Overall male to female balance	46% males, 54% females

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

## Review of the Year

During the year the PCC met monthly apart from August and December, when meetings were not held. The Standing Committee met infrequently and consulted as and when required. In May, the PCC meeting was combined with an 'Away Day', to pray and consider the vision and opportunities for St Mark's.

**Church members have met Sunday by Sunday to worship God and to enjoy fellowship. The number of people meeting regularly to come together for prayer, social and other activities in small groups has grown significantly.**

**This past year we have continued to be blessed with new people from different nations worshipping with us. Some of them come from the growing Universities at Medway campus, where there is planned to be more than 12,000 students by 2012.**

St Mark's was in an interregnum until the 25<sup>th</sup> of February 2010, when the Revd. Canon Peter Guinness was licensed and installed as Priest in Charge. Under Peter Guinness' leadership a number of new initiatives have started, with an emphasis on worship, prayer and teaching and we believe the future is very exciting. Peter is supported by his wife, Michele Guinness, whose contribution to the work of St Mark's has been very much valued.

During the interregnum the Revd. Glenn McWatt, the Associate Vicar, in addition to his responsibilities for St Mark's, ministered to St Mary's Island Community serving as Chaplain to the Church of England (Aided) Primary School and as member of the LEP Church leadership team.

At the end of August Mike King, our Youth Worker, left his part time position at St Mark's, primarily due to lack of funding for the other half of his role as Chaplain to New Brompton College - a secondary school in the parish. The leadership of the St Mark's young people's groups, which he headed, has been covered since by Peter and Michele Guinness and lay leaders. The PCC, subject to funding being available, is committed to appointing a full time Youth Pastor next year to support the work amongst young people, which is considered to be the most flourishing in the Medway Towns.

**The PCC has agreed to appoint Lynne Martin as Student and Internationals Coordinator to: (a) Pioneer and develop the ministry amongst students and (b) To develop and promote cross-cultural mission and fellowship. Lynne will take up the post in February 2011.**

The PCC also hopes to employ a part time administrator next year to manage and oversee the administration tasks that are currently undertaken by volunteers.

The PCC has considered:

- The main opportunities and challenges facing St Mark's both now and in the future.
  - A five year vision and plan, with two key anchor points - Worship and Mission in mind.
- Our dreams for the future - both spiritually and practically.
- Our mission and areas that need strengthening in the future.
- Areas for development in 2011.

**The PCC believes the Lord is calling us to worship more deeply and to minister in the power of the Holy Spirit**

We see the present challenges are:

- To deepen our prayer life as a church.
- To have a more consistent style of contemporary worship at all our services.
- To grow many more small groups for fellowship, support and pastoral care.
- To welcome more students and to support their witness on campus.
- To discover how we can 'love Gillingham' more and serve the community.
- To support as best we can the ministry of children and youth with our team of volunteers.
- To continue to have close relations with our partner churches in Gillingham and pray for their work.
- To work with the Deanery in establishing a Deanery Pioneer Ministry to reach those that the traditional church does not reach.

A new church web site has been designed and launched, which is more contemporary, attractive, user friendly and easier to edit and maintain.

**The St Mark's Playgroup continues to operate providing a high quality of care, as recognised by Ofsted. It meets each weekday and is an important part of the ministry of St Mark's to the local community, often providing people's first contact with the church. The Parent and Toddler Group is also serving to provide a service to the local community and in some cases a first contact with the church.**

The Old Vicarage and Vicarage Hall are regularly used by various organisations, including the Asian Christian Fellowship and Narcotics Anonymous. Tearfund are currently renting a small office space in the Old Vicarage.

**We have continued to support our mission partners who are based overseas and in the UK, both financially and with prayer. We have enjoyed visits from some of them during the year, which have been good opportunities for first hand updates on their work.**

## **Buildings Matters**

All of the buildings which are the PCC's responsibility (St Mark's Church, Vicarage Hall, The Old Vicarage and The Garden House) are generally in a reasonable state of repair and are all in the Diocesan Repair Fund. During the year general maintenance work and minor repairs were carried out on all the buildings. Certain essential work, identified from Quinquennial Inspections, on these buildings is pending and will be addressed next year.

The flood lamps in church were replaced with low energy fittings, which will give a longer bulb life and a reduction in energy costs. The church notice boards were replaced and additional ones erected at the Old Vicarage site.

**The PCC agreed to appoint architect company Clague to prepare the specification for the quinquennial work required on the church, together with the installation of a wheelchair accessible toilet. An initial proposal for the design and location of the toilet has been reviewed and it is planned to proceed with the work next year.**

### **Financial review**

Total receipts for the unrestricted general fund were £154,060 as detailed in the Financial Statements, compared to £149,824 for 2009. This increase was mainly due to additional income from planned giving. Our total ministry staff costs increased by £14,290 compared to 2009. An increased ordained ministry expenditure of £18,860, with the appointment of our new vicar, was approximately in line with our forecast of an additional £1,500/mth compared to 2009. This additional expenditure was partly compensated by lower expenditure for our Youth Worker, who left us at the end of August 2010.

The need for improved, efficient printing in the Church office made it necessary to lease a new colour photocopier. The additional costs in 2010 are because the lease for the old machine runs to June 2011 and, in the long run, we have a better deal with the new provider.

Expenditure was £151,484 which, after transfers between funds, gave a surplus for the year of £1,795.

The cash in the General Fund bank account carried forward at 31 December 2010 was £29,241, of which £7,357 was due to creditors, £3,842 owed to Development Fund, Care Fund and Exodus Fund, giving a cash reserve of £18,043. The cash reserve shown in the 2009 accounts was £16,741.

Fixed asset depreciation of £7,078 was charged in the year on equipment. This fully depreciates these assets, giving a NBV of 0 on 31 December 2010.

The PCC decided to change all bank accounts from Barclays Bank plc to HSBC Bank plc, which will improve communications and service.

### **Reserves and Investment Policy**

The cost of running St Mark's church activities averaged approximately £12,600 per month in 2010. The PCC's policy is to have sufficient reserves such that, should we suffer a serious loss of income, we would have adequate time to recover the situation. Our aim is to maintain a reserve on unrestricted funds of at least £12,000. Currently it stands at £18,043.

## **Risk Management**

If a full time Youth Pastor and part time administrator are employed next year our budget will have a deficit of approximately £50,000, based on current levels of income. The PCC will share with the congregation the need for increased giving to fulfil this aspiration, as well as investigating the possible availability of various grants.

The PCC has reviewed some other aspects of Risk Management, including our insurance cover, which is regularly reviewed.

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

A handwritten signature in black ink that reads "Peter Guinness". The signature is written in a cursive style with a large, prominent 'P' and 'G'.

on 28/02/2011.

# PCC of St Mark's Church, Gillingham

## Statement of Financial Activities

For the year ending 31 December 2010

	Note	Unrestricted Funds 2010 £	Restricted Funds 2010 £	Total Funds 2010 £	Total Funds 2009 £
<b>Incoming Resources</b>					
Voluntary Income	2(a)	134,786	8,365	143,151	152,875
Activities for generating funds	2(b)	-	-	-	534
Income from Investments	2(c)	-	156	156	237
Church Activities	2(d)	19,274	58,571	77,845	77,873
<b>Total Incoming Resources</b>		<b>154,060</b>	<b>67,092</b>	<b>221,152</b>	<b>231,519</b>
<b>Resources Expended</b>					
Church Activities	3(a)	151,034	53,918	204,952	202,089
Governance Costs	3(b)	450	-	450	450
<b>Total Resources Used</b>		<b>151,484</b>	<b>53,918</b>	<b>205,402</b>	<b>202,539</b>
<b>Net Incoming Resources</b>		<b>2,576</b>	<b>13,174</b>	<b>15,750</b>	<b>28,980</b>
Transfers between Funds	15	(781)	781	-	-
<b>Net Movement in Funds</b>		<b>1,795</b>	<b>13,955</b>	<b>15,750</b>	<b>28,980</b>
Funds Brought Forward		285,571	62,852	348,423	319,443
<b>Funds Carried Forward</b>		<b>287,366</b>	<b>76,807</b>	<b>364,173</b>	<b>348,423</b>

**PCC of St Mark's Church, Gillingham**  
**Balance Sheet at 31 December 2010**

	Notes	2010 £	2009 £
<b>Fixed Assets</b>			
Tangible Assets	11	<u>247,500</u>	<u>254,578</u>
<b>Current Assets</b>			
Repair fund balances held with Diocese	20	39,945	35,470
Debtors	12	22,080	18,805
Cash at bank and in hand		<u>66,475</u>	<u>56,229</u>
		<u>128,500</u>	<u>110,504</u>
<b>Creditors:</b> falling due within one year	13	<u>(11,827)</u>	<u>(16,659)</u>
<b>Net Current Assets</b>		<u>116,673</u>	<u>93,845</u>
Total Assets less current liabilities		364,173	348,423
		<u>364,173</u>	<u>348,423</u>
<b>Net Assets</b>		<u><b>364,173</b></u>	<u><b>348,423</b></u>
<b>Represented by:</b>			
General Fund	15	287,366	285,571
Development Fund	16	11,907	8,381
Play Group Fund	17	21,398	14,799
Care Fund	18	2,179	2,825
Exodus Fund	19	1,378	1,377
Repair Funds	20	<u>39,945</u>	<u>35,470</u>
	21	<u><b>364,173</b></u>	<u><b>348,423</b></u>

The Financial Statements have been prepared in accordance with Financial Reporting Standard for Smaller Entities. Approved by the PCC on \_\_\_\_\_ and signed on its behalf by:

**St. Mark's Church, Gillingham**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2010**

**2. Incoming Resources**

	Note	Unrestricted Fund 2010 £	Restricted Funds 2010 £	Total 2010 £	Total 2009 £
<i>2(a) Voluntary Income</i>					
Planned giving:					
Gift Aid STO offerings		80,306	3,036	83,342	75,054
Gift Aid donations		12,182	-	12,182	19,070
Tax Recoverable		26,924	490	27,414	30,299
Other		6,543	-	6,543	2,397
		<u>125,955</u>	<u>3,526</u>	<u>129,481</u>	<u>126,820</u>
Donations		-	-	-	-
Collections		8,831	1,920	10,751	8,490
Grants		-	-	-	-
Restricted mission offerings		-	2,919	2,919	17,565
		<u>134,786</u>	<u>8,365</u>	<u>143,151</u>	<u>152,875</u>
<i>2(b) Activities for Generating Funds</i>					
Coffee Shop surplus		-	692	692	436
Kent Church Cycle		-	-	-	98
		<u>-</u>	<u>692</u>	<u>692</u>	<u>534</u>
<i>2(c) Income from investments</i>					
Bank Interest		-	6	6	7
Repair Fund interest	20	-	150	150	230
		<u>-</u>	<u>156</u>	<u>156</u>	<u>237</u>
<i>2(d) Gross Income from activities</i>					
Bookstall		223	-	223	419
Play Group	17	-	57,879	57,879	55,735
Fees	4	17,368	-	17,368	20,220
Rental income	7/8/9	1,683	-	1,683	1,499
		<u>19,274</u>	<u>57,879</u>	<u>77,153</u>	<u>77,873</u>
<b>Total incoming resources</b>		<u>154,060</u>	<u>67,092</u>	<u>221,152</u>	<u>231,519</u>

# PCC of St. Mark's Church, Gillingham

## Notes to the Financial Statements

For the year ended 31 December 2010

### 3. Resources Used

	Note	Unrestricted Fund 2010 £	Restricted Funds 2010 £	Total 2010 £	Total 2009 £
<b>3(a) Church activities</b>					
<i>Missionary and charitable giving:</i>					
Church Overseas					
Missionary societies	5	5,016	1,948	6,964	6,483
Relief & Development agencies	5	-	241	241	280
Home Missions & church societies	5	8,120	385	8,505	6,352
Secular & Other Restricted Giving	5	-	345	345	322
Care Fd Restricted Discretionary gvg	18	-	3,258	3,258	-
Exodus		-	-	-	18,782
Ministry stipends and expenses	6	78,716	-	78,716	64,426
Parish Share		20,800	-	20,800	20,000
Church running and maintenance	7	15,323	682	16,005	14,540
Vicarage Hall running costs	8	5,316	-	5,316	5,765
Old Vicarage running costs	9	5,212	-	5,212	4,815
Youth & Children's work		1,080	-	1,080	1,270
Evangelism		796	-	796	1,038
Bookstall		395	-	395	245
Depreciation	11	7,078	-	7,078	787
Bank charges and interest		240	-	240	545
Administrator salary		-	-	-	5,753
Office costs	10	2,942	-	2,942	1,808
Play Group	17	-	47,059	47,059	48,694
		151,034	53,918	204,952	201,905
<b>(3b) Governance Costs</b>					
Independent Examination Fees		450	-	450	450
		151,484	53,918	205,402	202,355

### 4. Fees

	2010	2009
Wedding	1,494	548
Funeral	2,705	3,103
Chaplaincy	4,836	7,752
Youth Worker	8,333	8,817
	17,368	20,220

**PCC of St. Mark's Church, Gillingham**  
**Notes to the Financial Statements**  
For the year ended 31 December 2010

**5. Away giving**

	2010 General £	2010 Restricted £	2009 General £	2009 Restricted £
<i>Church Overseas:</i>				
<i>Missionary societies</i>				
Barnwell K - Wycliffe	504	309	504	307
Barrow T & T - SIM	1,500	-	1,008	-
Thomas D & J - OM	1,008	480	1,008	480
Tozer M & H - Crossroads	2,004	1,159	2,504	672
	<hr/> 5,016	<hr/> 1,948	<hr/> 5,024	<hr/> 1,459
 <i>Relief and development agencies</i>				
Tear Fund	-	241	-	280
	<hr/> -	<hr/> 241	<hr/> -	<hr/> 280
 <i>Home missions and Other Church societies</i>				
Davey R & C - WEC (UK)	1,008	231	1,008	230
Martin L - Friends International	1,008	-	1,008	-
J Whitmore - MET (UK)	1,008	154	1,008	154
C Coleman - OM	834	-	-	-
Stutley B & J - CLC (UK)	756	-	756	-
Gillingham Youth for Christ	2,004	-	2,004	-
L Haslam -	1,502	-	-	-
	<hr/> 8,120	<hr/> 385	<hr/> 5,784	<hr/> 385
 <i>Secular and Other Restricted Giving</i>				
Mission Work		106		210
Poppy Appeal		204	-	295
Children's Society		33	-	-
		<hr/> 343		<hr/> 505
 Total	 <hr/> 13,136	 <hr/> 2,918	 <hr/> 10,808	 <hr/> 2,629

**PCC of St. Mark's Church, Gillingham**  
**Notes to the Financial Statements**  
**For the year ended 31 December 2010**

**6. Ministry stipends and expenses**

	Vicar	Associate Vicar	Youth Co-ordinator	Total
	£	£	£	£
Stipend / Salary	28,314	20,929	22,332	71,575
Travel	500	203	141	844
Postage / Stationery	-	-	-	-
Telephone	345	333	215	893
Other	1,522	163	62	1,747
Water rates	288	-	-	288
Council tax	1,007	1,431	-	2,438
Repairs	313	200	-	513
Insurance	-	418	-	418
<b>Total 2010</b>	<b>32,289</b>	<b>23,677</b>	<b>22,750</b>	<b>78,716</b>
<b>Total 2009</b>	<b>2,926</b>	<b>34,180</b>	<b>27,320</b>	<b>64,426</b>

**7. Church running and maintenance**

	2010	2009
Heat & Light	4,059	4,456
Insurance	4,284	4,041
Repairs	1,949	2,373
Telephone	192	179
Water rates	134	13
Church Worship etc	4,705	3,478
	<b>15,323</b>	<b>14,540</b>
Rent Received	173	150

**PCC of St. Mark's Church, Gillingham**  
**Notes to the Financial Statements**  
For the year ended 31 December 2010

**8. Vicarage Hall running and maintenance**

	2010	2009
Heat & Light	2,436	1,842
Insurance	817	801
Repairs	1,496	986
Water rates	380	261
Other	187	-
Restricted	-	1,875
	<u>5,316</u>	<u>5,765</u>
Rent received	<u>275</u>	<u>714</u>

**9. Old Vicarage running and maintenance**

	2010	2009
Heat & Light	1,905	1,025
Insurance	1,194	1,218
Repairs	1,330	2,095
Water rates	380	368
Other running costs	403	109
	<u>5,212</u>	<u>4,815</u>
Rent received	<u>1,236</u>	<u>714</u>

**10. Office costs**

	2010	2009
	£	£
Photocopying	1,078	537
Equipment	-	-
Telephone	441	452
Other	1,423	819
	<u>2,942</u>	<u>1,808</u>

**PCC of St. Mark's Church, Gillingham**  
**Notes to the Financial Statements**  
For the year ended 31 December 2010

**11. Fixed assets**

	Old Vicarage £	Garden House £	Equipment £	Total £
Cost or valuation				
At 1 January 2010	160,000	87,500	9,591	257,091
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 December 2010	160,000	87,500	9,591	257,091
Depreciation				
At 1 January 2010			2,513	2,513
Charge in year	-	-	7,078	7,078
Depreciation on assets sold	-	-	-	-
At 31 December 2010	-	-	9,591	9,591
Net book value at end year	160,000	87,500	0	247,500
Net book value at start of year	160,000	87,500	7,078	254,578

The freehold land and buildings comprise the Garden House (curate's house) and the Old Vicarage both located at the Old Vicarage site, Vicarage Road, Gillingham. For accounting purposes, the historic costs of the properties are deemed to be their 1989 valuations and have not been updated.

**12. Debtors**

	2010 £	2009 £
Tax recoverable	20,743	10,280
Prepayments and accrued interest	1,246	1,160
Other prepayments	91	238
Other debtors	-	7,127
	22,080	18,805

**PCC of St. Mark's Church, Gillingham**  
**Notes to the Financial Statements**  
For the year ended 31 December 2010

**13. Liabilities**

	2010	2009
	£	£
Accruals for utility and other costs	1,909	846
Prepayment of Chaplaincy Fees	1,167	-
Specific Mission Giving	967	1,497
Other creditors	3,313	5,358
Playgroup HMRC	1,134	1,358
Prepayment of Playgroup wages	3,337	7,600
	<hr/>	<hr/>
	11,827	16,659

**14. General Fund**

	2010	2009
	£	£
Balance at 1 January	285,571	269,935
Surplus for year	2,576	17,574
Transfer to Repair Fund	(5,007)	(5,007)
Transfer from Playgroup Fund (Vicarage Hall costs)	4,226	3,069
	<hr/>	<hr/>
Balance at 31 December	287,366	285,571

**PCC of St. Mark's Church, Gillingham**  
**Notes to the Financial Statements**  
For the year ended 31 December 2010

**15. Development Fund**

	2010 £	2009 £
<i>Income</i>		
Gift Aid offerings	3,036	3,192
Gift Aid tax	490	676
Gross Gift Aid income	<u>3,526</u>	<u>3,868</u>
Bank interest	-	-
Total income	<u>3,526</u>	<u>3,868</u>
<i>Expenditure</i>		
Refurbishment expenditure	-	-
Total expenditure	<u>-</u>	<u>-</u>
Surplus for year	<u>3,526</u>	<u>3,868</u>
Net fund movement for year	3,526	3,868
Fund at 1 January	<u>8,381</u>	<u>4,513</u>
Fund at 31 December	<u>11,907</u>	<u>8,381</u>

**PCC of St. Mark's Church, Gillingham**  
**Notes to the Financial Statements**  
For the year ended 31 December 2010

**17. Play Group Fund**

	2010 £	2007 £
<i>Income</i>		
P.G. Fees	6,308	5,839
LEA Funding	51,571	49,897
	<hr/>	<hr/>
Total income from activities	57,879	55,736
Bank interest	5	6
Total income	<hr/> 57,884	<hr/> 55,742
<i>Expenditure</i>		
Staff Costs	42,058	44,236
Other	5,001	4,458
	<hr/>	<hr/>
Total expenditure	47,059	48,694
Surplus / (deficit) for year	10,825	7,048
Transferred to General Fund	<hr/> (4,226)	<hr/> (3,069)
Net fund movement for year	6,599	3,979
Fund at 1 January	<hr/> 14,799	<hr/> 10,820
Fund at 31 December	<hr/> 21,398	<hr/> 14,799

**PCC of St. Mark's Church, Gillingham**  
**Notes to the Financial Statements**  
For the year ended 31 December 2010

**18. Care Fund**

	2010 £	2009 £
<i>Income</i>		
Coffee shop	692	435
Donations	1,920	-
Total income	<u>2,612</u>	<u>435</u>
<i>Expenditure</i>		
Discretionary giving	3,232	-
Care Fund items paid by General Fund	26	-
Total expenditure	<u>3,258</u>	<u>-</u>
Surplus / (deficit) for year	(646)	435
Net Fund movement for year	(646)	435
Balance at 1 January	<u>2,825</u>	<u>2,390</u>
Balance at 31 December	<u>2,179</u>	<u>2,825</u>

**19. Exodus Fund**

	2010 £	2009 £
<i>Income</i>		
Exodus Uganda Donations	-	14,786
Church Chair Funding	-	150
Tax recoverable	-	3,853
Total Income	<u>-</u>	<u>18,789</u>
Interest	1	1
Total income	<u>1</u>	<u>18,790</u>
<i>Expenditure</i>		
Mission Payments (Uganda)	-	18,782
Total Expenditure	<u>-</u>	<u>18,782</u>
Surplus for year	1	8
Net Fund movement for year	1	8
Balance at 1 January	<u>1,377</u>	<u>1,369</u>
Balance at 31 December	<u>1,378</u>	<u>1,377</u>

## PCC of St. Mark's Church, Gillingham

### Notes to the Financial Statements

For the year ended 31 December 2010

#### 20. Repair Funds

	2010	2010	2010	2010	2010	2009
	Church	Garden	Vicarage	Old	Total	Total
	£	House	Hall	Vicarage	£	£
		£	£	£		
Balance at 1 January	24,526	2,990	2,514	5,440	35,470	30,417
Contributions	2,300	669	819	1,219	5,007	5,007
Interest received	101	13	12	24	150	230
Repair work	682	-	-	-	682	184
Transfer to Other Funds						
Balance at 31 December	26,245	3,672	3,345	6,683	39,945	35,470

#### 21. Fund net assets

	2010	2010	2010	2010	2010	2010	2010
	General	Development	Care Fund	Exodus	Repair	Play	Total
	Fund	Fund		Fund	Fund	Group	Fund
	£	£	£	£	£	£	£
Fixed assets	247,500	-	-	-	-	-	247,500
Repair Fund	-	-	-	-	39,945	-	39,945
Debtors	21,875	205	-	-	-	-	22,080
Cash	29,241	9,748	1,511	106	-	25,869	66,475
Creditors	(7,356)	-	-	-	-	(4,471)	(11,827)
Net assets	291,260	9,953	1,511	106	39,945	21,398	364,173
Owed by General Fund	(3,894)	1,954	668	1,272	-	-	-
Fund balance	287,366	11,907	2,179	1,378	39,945	21,398	364,173

## **Independent Examiner's Report to the PCC of the Parish of Rochester**

This Report on the accounts of the PCC for the year ended 31 December 2010, which are set out in this annual report, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 2006 ("the Regulations") and s.43 of the Charities Act 1993 ("the Act").

### **Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulations 25.

### **Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting record kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent Examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the Act; and

- to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr Rob Trice MAAT  
210 King George Road  
Chatham, Kent,

5th March 2011