

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 2024

PCC Chair

Revd Catharina Olsson – Gisleskog

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

Bank

HSBC Bank plc, High Street, Chatham, Kent ME4 4BQ

Independent Examiner

J R Caladine FCCA CTA FCIE
Caladine Limited, Chantry House, 22 Upperton Road,
Eastbourne, East Sussex BN21 1BF

Charity no. 1141709

ST MARK'S PCC, GILLINGHAM

CONTENTS

	Page
Trustees' report	1 - 10
Independent examiner's report	11
Statement of financial activities	12 - 13
Statement of financial position	14
Notes to the financial statements	15 - 26

St Mark's Church, Gillingham

Annual Report of the Parochial Church Council

for the year ended 31 December 2024

Administrative information

St Mark's PCC is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2022) and registered with the Charity Commission, Charity Number 1141709.

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

Incumbent (Vicar)	Revd Catharina Olsson – Gisleskog
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Churchwardens

<i>From January 2024 – APCM 2024</i>	Mr Frank Howard Mrs Karen Dyer
<i>From APCM 2024 to APCM 2024</i>	Mrs Karen Dyer Mrs Colette Wentzel

Deanery Synod

From APCM 2023 to 2026	Mr Glyn Allen Dr Jess Mahdavi-Gladwell Mrs Sally Bloor	<i>Treasurer St Mark's</i> <i>SMIC rep</i>
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Diocesan Synod	Mr Glyn Allen	<i>From Aug 2021 – May 2027</i>
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SMI Church nominated rep	Mr Matthew Keeler Mrs Carolyn Facey	<i>Focal Lay Minister SMI</i> <i>SMIC rep</i>
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Elected to PCC

<i>From APCM 2021 – 2024</i>	Mr Paul Smith
<i>From APCM 2022 – 2025</i>	Mr Trevor Dyer Mr Ed Wentzel (this position filled in January 2025 by Pauline Jackson)
<i>From APCM 2023 – 2025</i>	Promise Anga

<i>From APCM 2023 – 2026</i>	Emmanual Orachir
	Seun Adigun
	Chris Blewett (resigned January 2025)
	Maria O'Hagan
	Vicki Onitiri
<i>From APCM 2024 – 2027</i>	Mrs Vicky Allen
	Mrs Janet Mann
	Mr Alastiar Williams
	Mrs Cindy—Reeve-Vigour
Bankers	HSBC Bank plc High Street, Chatham, Kent ME4 4BQ
Independent Examiner	J R Caladine FCCA CTA FCIE Caladine Limited Chantry House, 22 Upperton Road, Eastbourne, East Sussex BN21 1BF

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 Trustees have paid due regard to the public benefit guidance issued by the Charity Commission in deciding what activities the charity should take.

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 most 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 one, 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. These groups have met as and when necessary and reported back to PCC with recommendations.

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 will 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 Indicative 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>
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Church Attendance

Electoral Roll Report 2025

The Electoral Roll for St Mark's Church Gillingham on 2nd May 2025 is as follows:

The number on the New Electoral Roll is 144.

There were 167 on the Electoral Roll in May 2024.
120 reapplied to be on the New Roll.

The Electoral Roll for St Mary's Island 2025

The number on the New Electoral Roll is 58.

There were 57 in 2024.

Total Electoral Roll number for St Mark's Parish stands at 202 (224 for 2024).

The attendance at major St Mark's events was as follows:

Easter Day Service – 180 (169 in 2023)

Christmas Day and Eve Services – 169 (259 in 2023)

In October 2024, a study was carried out on church attendance (in person) during the month.
The statistics showed:

Average gross weekly attendance (excluding school services) 132 (99 in 2023).

Additionally, a number of people viewed services and events online live and after the event on 'catch up'. The actual number who stayed connected for the entirety of an event is unknown.

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 (apart from in February when the Standing Committee met). The Council remain focused on proper governance of our Church, and have also spent time on discerning where God wants us to be as a Church.

The PCC held an Away Day in October 2024 thinking about St Mark's vision – growing and how can we be/become more pastoral and more missional in everything we do.

Details of the activities are covered in the more specific report of the PCC by the PCC Secretary, Vicky Allen.

Staff and elected roles

In the church office Eve Martin resigned as part-time Administrative Assistant, and she finished working at St Mark's at the end of July after two years. We were sorry to see her leave and we wish her well.

Careful consideration was given as to what tasks needed to be continued and what additional requirements needed to be covered. The PCC agreed to Siobhan Bolton, the Church Administrator, being offered an amendment to her contract to take on some tasks that the Treasurer needs help with on a day-to-day basis, and also to include the Data Protection Officer role. This new arrangement became effective from August 2024.

In January Jonica Thomas, the Part-Time Administrator at St Mary's Island Church, was offered redundancy as the role of Administrator was mostly being covered by other members of SMIC. We wish Jonica well as she continues to serve in an administrative capacity elsewhere.

Shirley Rogers was licensed to the Parish of St Mark's with St Mary's Island as Reader. She will primarily minister at St Mary's Island Church.

In March Stan Brown, who cleaned the Old Vicarage, retired after many years of cleaning both the church and Old Vicarage. We thank Stan for all that he has contributed and wish him well in his retirement. The PCC agreed that the cleaning will now be carried out by a cleaning company.

Frank Howard did not stand for re-election as Churchwarden, and we were pleased to welcome Colette Wentzel alongside Karen Dyer to be elected as our Churchwardens. We thank Frank and Karen for all they had undertaken during the previous year.

Buildings

The new church kitchen and AV desk was completed at the end of May 2024 and officially opened and blessed by The Bishop of Rochester - Bishop Jonathan on the 16th June 2024. We are grateful to Chris Gladwell and others who worked to bring this project to completion.

A number of minor routine maintenance jobs were carried out on the church. Some of the chairs were replaced with some used chairs kindly donated by Gillingham Salvation Army.

In accordance with Church of England requirements, the church building was subjected to a five yearly (Quinquennial) inspection by a Diocesan approved Architect during October 2023. The inspector's report made a number of observations requiring repairs to be undertaken. Most of this work has yet to be started.

The Old Vicarage and Garden House have undergone some minor maintenance work during the year, together with some significant guttering and facia repairs to the Vicarage Hall.

The PCC is grateful to those who volunteer to oversee and keep our buildings in good condition.

Church Activities

As you will see from the many reports that have been submitted under Additional Reports, there are a vast array of activities that are undertaken in the life of St Mark's.

The main regular activities were:

Home Groups and Trios, Open Church, Dementia Café, Parent and Toddlers, Children's Church, Ladies Group, Youth Group, Peace and Hope Group, Pre-school, Foodbank.

Children's Church continues to meet in the Vicarage Hall. We hope to be able to find a way for the group to meet closer to the church building. We are grateful to Karen Dyer and Katie Blewett for leading this work, supported by others. The Youth Group, for secondary youth ran during the year in collaboration with St Augustine's church, meeting monthly with a wide range of activities including bible studies and social events.

We have continued to broadcast our services, apart from All Age services, using Facebook and YouTube during the year, to enable those people to participate, who are not able to attend in person.

A monthly Prayer meeting has run every first Wednesday of the month in the Vicarage Hall. We have also run two Alpha Courses during the year, one being a Youth Alpha.

Since Bible Stream first started in 2017, all 66 books of the bible have now been studied and taught. Completion of the 66th book was celebrated at a morning service in January 2024, which was also the final Bible Stream for now. We give thanks to all those who have prepared and expounded God's Word so faithfully over this time.

We were saddened by the passing of Graham Wilkins in January 2024. Graham served St Mark's and its people faithfully throughout his many years of service. We are especially thankful for his steadfast leadership in musical worship which brought joy to so many. His unwavering commitment to Bible Stream reflected his passion for sharing the truth and meaning of the Bible with others. Our prayers are with Suzanne and family.

We were pleased that Dr Jess Mahdavi-Gladwell and Trevor Dyer enrolled for the Diocese of Rochester Bishop's Certificate. This is a lay training Christian Ministry course, which can lead on to becoming a Licensed Lay Minister. We were also encouraged that a number of people undertook the Diocese training courses on Hearing God's Word, Speaking God's Word and Leading Worship.

We are grateful to all who have enabled and helped sustain the many activities of St Mark's. By God's grace, we have been able to continue worshipping and serving Him in diverse and meaningful ways.

SDF

Three Church Plants “change projects” were created in 2019 to run over five years with three part time salaried staff members. These who were/are employed by the Diocese and based at, but not limited to St Mark’s, will work to grow their projects

These staff members are:

Gospel Plant Leader – Mayowa Oyinloye who was responsible for the development and delivery of all music related aspects to promote the growth of the new ‘gospel’ congregation. Mayowa took up her position in October 2019 and the SDF role finished in October 2024. We thank Mayowa for the numerous initiatives she started during this time and the many contacts made.

Community Pastor – Trevor Dyer took up this vacant position in November 2024 with a key part of his role being to reach out to the marginalized and isolated people in Gillingham. He will support and grow the work of Open Church at St Mark's and St Augustine's churches and lead a team of volunteers in their own faith development. Trevor will develop the warm hospitality of Open Church, offering various social activities and bringing hope and transformed lives to those who attend. This role is an SDF/Church Army initiative.

Community Missioner – Christine Curtis took up her role in May 2020. Christine engages with a wide range of local community groups, partnerships with local schools and has set up ‘Messy Church’ and Holiday Clubs in various locations in Gillingham. Christine’s SDF role will finish in April 2025. We pray that the work built up by Christine may continue to flourish under volunteer leadership going forward.

You can read full reports on the SDF work under Additional Reports in Agenda and Additional reports document.

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

St Mary’s Island Church has continued to meet every week, with many different activities taking place. The full report of the activity of SMI Church is covered in a specific report within the Additional Reports document.

St Mary’s Island C of E School (SMIS)

The school continues to flourish under the headship of Christine Easton and the report can be seen in the Additional Reports.

Financial Review

General Fund

For 2024 financial year, we forecast a budget deficit on PCC unrestricted General Fund of £10,718, which included transfers between Repair and Pre-school Funds. The year finished with a deficit of £4,225.

Before transfers, our total income at £143,973 was down compared to £149,014 in 2023, with expenditure up at £152,125 compared to £149,064 in 2023.

Donations (Voluntary Income) decreased to £125,339 from £127,784 in 2023 being higher than budget by £339. Donations includes Gift Aid tax recovered amounted to £25,505, including the income accrual. Income from the Parish Giving Scheme was £53,284 plus Gift Aid.

Income continued to be supplemented by rental for the Garden House of £13,020 for the year, paid by the Diocese to provide housing provision for the Medway Campus Chaplain. For expenditure, the total running costs for our buildings were lower than budget by approx. £3,422. Youth and children and evangelism were both lower than budget. Mission Giving from General Fund was £12,800 and based on 10% of donations received in 2024, our General Fund Away Giving in 2025 will be budgeted at £12,500.

We paid £59,991 to the Diocese as our St Mark's Parish Indicative Offer. The total Parish Offer, combined with SMI Church contribution, was £74,499 which was 2% higher than 2023.

The General Fund cash at bank and in hand at 31 December 2024 was £52,015. After debtors and creditors adjustment the net current asset was £52,017. This represents a 'reserve' of 31.1% of our 2025 forecast expenditure. The PCC maintained the minimum Reserve Policy for 2024 of £55,000. The Reserve Policy will be reviewed by the PCC annually. Cash reserves are also 31.1% of 2025 forecast expenditure.

Other Funds

For income, expenditure and transfer details for Other Funds, please refer to End of Year Financial Statements

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 maintained a General Fund minimum reserve policy of £55,000 for 2024.

Total Funds held by the charity - £160,487.

Restricted Funds - £69,672

Designated Funds - £38,798

Unrestricted Funds (reserve) - £52,017 which represents 31.1% of 2025 General Fund forecast expenditure.

The Restricted Funds are earmarked for future projects and ongoing commitments. The Designated Funds are earmarked potential expenditures but can be redirected for other uses as directed by the PCC.

Risks

The PCC continually considers and reviews the risks that could materially impact on the financial viability of the charity.

The level of voluntary giving reduced by a small amount during 2024 and going forward we trust that the increase of new people attending church will in turn increase the overall level of giving. Some members, however, will have additional financial burdens resulting from cost-of-living pressures.

The high cost of energy will continue to impact on the cost of running our buildings. While we have maintained a competitive tariff through the Parish Buying scheme for electricity, our gas contracts are due for renewal at the beginning of next year. We are confident they can be secured at a competitive rate.

With Mike Young as voluntary Gift Aid Secretary, our Gift Aid claims will be processed in a timely manner. This combined with our membership of the Parish Giving Scheme, where Gift Aid claims are processed on our behalf, has removed the risk of losing Gift Aid entitlement.

The PCC reviews the financial status each month and will take actions to mitigate the risks as required. With our current level of unrestricted reserve and designated funds available, we consider the financial risk to be low.

Going concern

The trustees have considered the going concern status of the charity and conclude that there are no material uncertainties affecting the ability of the charity to continue as a going concern. This has also been considered in the context of cost-of-living challenges and the cash position at the date of signing along with future cash projections.

2025 General Fund Budget

The PCC has approved the final General Fund 2025 V1 budget, with a year-end forecast deficit of £10,656 and an assumed voluntary income of £125,000.

Summary

This year has brought many changes, challenges, and encouragements to the life of St Mark's. The report, along with additional reports, highlights the diversity and dedication within our church community. We are deeply grateful to all who have given their time and talents to further God's Kingdom here in Gillingham, whether their contributions are recorded or not. It has been inspiring to see so many engage in faith and church life through our monthly prayer meetings, bi-annual Alpha courses, Messy Church, Holiday Clubs and other activities.

As a church, our greatest witness comes through how we welcome, serve, and care. Our congregation remains committed to blessing the local community, which, like many other areas, faces social injustices and inequalities. We are thankful that our new church kitchen has been completed, allowing us to extend hospitality both within the fellowship and beyond. We pray that this ministry will continue to be a source of blessing for many.

While financial challenges persist, especially with the ongoing cost of living crisis, we remain thankful for the sacrificial generosity of so many, which enables God's work to continue here and beyond. We trust that, as He has in the past, God will continue to provide for our needs.

Looking back on this year with gratitude, we thank God for the freedom to worship and gather without fear—something that many in our world still long for. As we move forward in faith, we continue to pray for those in need, trusting in God's sustaining care. With hope and expectation for spiritual and numerical growth 2025, we pray that we may shine as lights in a dark world.

Signed on behalf of the Parochial Church Council by the Chair on 12th May 2025

Revd Catharina Olsson Gisleskog

ST MARK'S PCC, GILLINGHAM

INDEPENDENT EXAMINER'S REPORT

TO THE PCC OF ST MARK'S PCC, GILLINGHAM

I report to the PCC on my examination of the financial statements of St Mark's PCC, Gillingham (the charity) for the year ended 31 December 2024.

Responsibilities and basis of report

As the PCC of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Since the charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

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

John Caladine FCCA CTA FCIE

Caladine Limited
Chantry House
22 Upperton Road
Eastbourne
East Sussex
BN21 1BF

Date:

ST MARK'S PCC, GILLINGHAM

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

Current financial year		Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
	Notes					
Income and endowments from:						
Donations and legacies	2	125,339	-	35,363	160,702	173,694
Charitable activities	3	16,630	-	130,056	146,686	130,651
Investments	4	36	1,045	440	1,521	1,350
Other income	5	1,968	-	-	1,968	5,764
Total income		143,973	1,045	165,859	310,877	311,459
Expenditure on:						
Charitable activities	6	152,125	33,500	209,641	395,266	276,969
Total expenditure		152,125	33,500	209,641	395,266	276,969
Net income/(expenditure)		(8,152)	(32,455)	(43,782)	(84,389)	34,490
Transfers between funds	15	3,927	5,377	(9,304)	-	-
Net movement in funds		(4,225)	(27,078)	(53,086)	(84,389)	34,490
Reconciliation of funds:						
Fund balances at 1 January 2024		303,742	65,876	122,758	492,376	457,886
Fund balances at 31 December 2024		299,517	38,798	69,672	407,987	492,376

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

ST MARK'S PCC, GILLINGHAM

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

Prior financial year		Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes				
Income and endowments from:					
Donations and legacies	2	127,784	-	45,910	173,694
Charitable activities	3	15,456	-	115,195	130,651
Investments	4	10	957	383	1,350
Other income	5	5,764	-	-	5,764
Total income		149,014	957	161,488	311,459
Expenditure on:					
Charitable activities	6	149,064	9,155	118,750	276,969
Total expenditure		149,064	9,155	118,750	276,969
Net income/(expenditure)		(50)	(8,198)	42,738	34,490
Transfers between funds	15	7,123	5,377	(12,500)	-
Net movement in funds		7,073	(2,821)	30,238	34,490
Reconciliation of funds:					
Fund balances at 1 January 2023		296,669	68,697	92,520	457,886
Fund balances at 31 December 2023		303,742	65,876	122,758	492,376

ST MARK'S PCC, GILLINGHAM

STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Property, plant and equipment	12		247,500		247,500
Current assets					
Trade and other receivables	13	3,146		4,853	
Cash at bank and in hand		164,646		241,726	
		167,792		246,579	
Current liabilities	14	(7,305)		(1,703)	
Net current assets			160,487		244,876
Total assets less current liabilities			407,987		492,376
The funds of the charity					
Restricted income funds	15		69,672		122,758
Unrestricted funds - general	17		299,517		303,742
Unrestricted funds - designated	16		38,798		65,876
			407,987		492,376

The financial statements were approved by the PCC on 12 May 2025

Revd C Olsson Gisleskog
PCC Chair

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

Charity information

St Mark's PCC is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2022) and registered with the Charity Commission, Charity Number 1141709.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the PCC have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the PCC continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the PCC in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies (Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Property, plant and equipment

Consecrated and benefice property is not included in the accounts in accordance with s10(2) (a) and (c) of the Charities Act 2011.

Property, plant and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses. All expenditure incurred during the year on consecrated or beneficed buildings, individual items under £1,000 and the repair of moveable church furnishings acquired before 1st January 2000 is written off.

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 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 on the following basis:

Freehold land and buildings	Nil
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Small items of equipment under £1,000 are debited to the Statement of Financial Activities as they arise.

1.7 Impairment of non-current assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies (Continued)

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including trade and other payables and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

2 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	99,834	9,660	109,494	104,422	32,056	136,478
Grants	-	25,035	25,035	-	7,318	7,318
GA tax recovered	25,505	668	26,173	23,362	6,536	29,898
	<u>125,339</u>	<u>35,363</u>	<u>160,702</u>	<u>127,784</u>	<u>45,910</u>	<u>173,694</u>
Grants						
Strategic Development Fund	-	5,035	5,035	-	7,318	7,318
Development Fund - Marshalls Charity	-	20,000	20,000	-	-	-
	<u>-</u>	<u>25,035</u>	<u>25,035</u>	<u>-</u>	<u>7,318</u>	<u>7,318</u>

3 Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Charitable activities						
Wedding and funeral fees	1,200	-	1,200	397	-	397
Pre School income	-	130,056	130,056	-	115,195	115,195
Charitable rental income	15,430	-	15,430	15,059	-	15,059
	<u>16,630</u>	<u>130,056</u>	<u>146,686</u>	<u>15,456</u>	<u>115,195</u>	<u>130,651</u>

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

4 Income from investments

	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £
Interest receivable	36	1,045	440	1,521

	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £
Interest receivable	10	957	383	1,350
	10	957	383	1,350

5 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Other income	78	660
Salary reimbursement SMI	-	3,339
Garden House reimbursement	1,890	1,765
	1,968	5,764

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

6 Expenditure on charitable activities

	Charitable activities	Charitable activities
	2024	2023
	£	£
Direct costs		
Staff costs	18,970	19,842
Parish Offer	59,991	58,918
Vicar & vicarage costs	3,761	4,180
Garden House running costs	3,294	6,795
Church running costs	27,559	30,416
Church Hall (VH) running costs	9,897	10,580
Parish Centre (OV) running costs	8,828	9,741
Youth and children's work	436	574
Evangelism	690	252
Office costs	3,381	2,777
Capital Projects - Church kitchen refurbishment	123,669	5,405
Pre-School salaries	96,655	89,200
Pre-School other costs	12,720	11,649
Church Hall (VH) repairs - CRF	3,500	-
Other Expenditure	348	540
Vicars Discretionary Fund	-	1,224
SDF Expenditure	5,004	6,102
	<u>378,703</u>	<u>258,195</u>
Mission Giving (see note 7)	13,545	17,170
Share of support and governance costs (see note 8)		
Governance	3,018	1,604
	<u>395,266</u>	<u>276,969</u>
Analysis by fund		
Unrestricted funds - general	152,125	149,064
Unrestricted funds - designated	33,500	9,155
Restricted funds	<u>209,641</u>	<u>118,750</u>
	<u>395,266</u>	<u>276,969</u>

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

7 Mission giving

	Charitable activities 2024 £	Charitable activities 2023 £
Grants to institutions:		
Nehemiah Mission India	1,000	1,000
Simeons Trustees/Hyndman's Trustees	500	500
Medway Night Shelter	-	500
Tear Fund	1,200	1,200
Let Loose	2,000	2,000
FamilyTrust	1,200	1,200
Fisherman Trust	-	220
Poverty & Hope	1,000	1,000
Mike Campbell Foundation	500	500
Aruls	500	-
Wycliffe	1,000	1,000
SIM	1,800	2,160
Dognons France	360	720
CBM	250	-
Williams Support	500	-
Friends of the Holy Land	490	-
	<u>12,300</u>	<u>12,000</u>
 Paid From Mission Fund	 995	 5,710
Paid from India Fund	250	-
	<u>13,545</u>	<u>17,710</u>

The grants paid in the year comprise £12,300 (2023: £12,000) from the General Fund allocations and £1,245 (2023: £5,170) from Restricted donations.

8 Support costs allocated to activities

	2024 £	2023 £
Governance costs	3,018	1,604
	<u>3,018</u>	<u>1,604</u>
<u>Analysed between:</u>		
Charitable activities	3,018	1,604
	<u>3,018</u>	<u>1,604</u>

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

8 Support costs allocated to activities (Continued)

	2024 £	2023 £
Governance costs comprise:		
Independent examination fees	1,140	1,380
Accountancy	1,620	-
Software and expenses	258	224
	<u>3,018</u>	<u>1,604</u>

9 PCC

None of the PCC (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Church	3	4
Pre-School	5	5
	<u>8</u>	<u>9</u>

	2024 £	2023 £
Employment costs		
Wages and salaries - Church	18,970	19,842
Wages and salaries - Pre-School	96,655	89,200
	<u>115,625</u>	<u>109,042</u>

There were no employees whose annual remuneration was more than £60,000.

11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

12 Property, plant and equipment

	Freehold land and buildings £
Cost	
At 1 January 2024	247,500
At 31 December 2024	247,500
Carrying amount	
At 31 December 2024	247,500
At 31 December 2023	247,500

Freehold land and buildings comprise :

The Parish Centre (Old Vicarage) with a book value of £160,000, and Garden House (Curate House) with a book value of £87,500

The actual cost value of these properties is not known. The properties are functional properties and are maintained to a good standard such that depreciation is not considered material. The value of the properties exceeds the book value and their use and position on church land makes disposal difficult. The Garden House is currently let in the short term.

13 Trade and other receivables

	2024 £	2023 £
Amounts falling due within one year:		
Other receivables	3,146	4,853

14 Current liabilities

	2024 £	2023 £
Other taxation and social security	2,404	323
Accruals and deferred income	4,901	1,380
	7,305	1,703

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

15 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 January 2024	Incoming resources	Resources expended	Transfers	At 31 December 2024
	£	£	£	£	£
Community Development fund	4,940	-	-	-	4,940
Peace and Hope	782	-	-	-	782
Strategic Development fund	1,630	5,035	(5,004)	-	1,661
Specific Donation fund	7,405	1,350	(348)	-	8,407
Small funds	76	-	-	-	76
Vicars Discretionary fund	205	-	-	1,000	1,205
Development fund	71,709	28,147	(93,669)	-	6,187
Head of Youth, Children and Families fund	1,250	-	-	-	1,250
India fund	9,707	-	(250)	-	9,457
Mission fund	8,685	1,087	(995)	500	9,277
Pre-school fund	16,369	130,240	(109,375)	(10,804)	26,430
	<u>122,758</u>	<u>165,859</u>	<u>(209,641)</u>	<u>(9,304)</u>	<u>69,672</u>
Previous year:	At 1 January 2023	Incoming resources	Resources expended	Transfers	At 31 December 2023
	£	£	£	£	£
Community Development fund	4,940	-	-	-	4,940
Peace and Hope	782	-	-	-	782
Strategic Development fund	414	7,318	(6,102)	-	1,630
Specific Donation fund	7,405	-	-	-	7,405
Small funds	76	-	-	-	76
Vicars Discretionary fund	429	1,000	(1,224)	-	205
Development fund	41,255	35,859	(5,405)	-	71,709
Head of Youth, Children and Families fund	1,250	-	-	-	1,250
India fund	9,707	-	-	-	9,707
Mission fund	11,854	2,001	(5,171)	-	8,684
Pre-school fund	14,408	115,310	(100,848)	(12,500)	16,370
	<u>92,520</u>	<u>161,488</u>	<u>(118,750)</u>	<u>(12,500)</u>	<u>122,758</u>

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

16 Unrestricted funds - designated

These designated funds represent repair fund savings under agreed saving plans with the Diocese to carry out periodic and emergency repairs to properties as required. These funds are unrestricted funds which are material to the charity's activities.

	At 1 January 2024	Incoming resources	Resources expended	Transfers	At 31 December 2024
	£	£	£	£	£
Church Repair fund	14,657	496	(5,000)	2,300	12,453
Garden House Repair fund	4,923	188	-	1,039	6,150
Legacy Development fund	25,000	-	(25,000)	-	-
Legacy fund	9,223	-	-	-	9,223
Parish Centre (Old Vicarage) Repair fund	8,475	314	-	1,219	10,008
Church (Vicarage) Hall Repair fund	3,598	47	(3,500)	819	964
	<u>65,876</u>	<u>1,045</u>	<u>(33,500)</u>	<u>5,377</u>	<u>38,798</u>

Previous year:	At 1 January 2023	Incoming resources	Resources expended	Transfers	At 31 December 2023
	£	£	£	£	£
Church Repair fund	16,568	409	(4,620)	2,300	14,657
Garden House Repair fund	7,752	233	(4,102)	1,039	4,922
Legacy Development fund	25,000	-	-	-	25,000
Legacy fund	9,656	-	(433)	-	9,223
Parish Centre (Old Vicarage) Repair fund	7,033	224	-	1,219	8,476
Church (Vicarage) Hall Repair fund	2,688	91	-	819	3,598
	<u>68,697</u>	<u>957</u>	<u>(9,155)</u>	<u>5,377</u>	<u>65,876</u>

The transfers to designated repair fund accounts in the year represent agreed annual contributions towards future repair costs.

Incoming resources represent deposit interest in the year.

Expenditure represents contributions to the new church kitchen (£30,000) and repairs to the Church Hall (£3,500).

ST MARK'S PCC, GILLINGHAM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

17 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2024	Incoming resources	Resources expended	Transfers	At 31 December 2024
	£	£	£	£	£
General funds	303,742	143,973	(152,125)	3,927	299,517
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 January 2023	Incoming resources	Resources expended	Transfers	At 31 December 2023
	£	£	£	£	£
General funds	296,669	149,014	(149,064)	7,123	303,742
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

18 Analysis of net assets between funds

	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 December 2024:				
Property, plant and equipment	247,500	-	-	247,500
Current assets/(liabilities)	52,017	38,798	69,672	160,487
	<u>299,517</u>	<u>38,798</u>	<u>69,672</u>	<u>407,987</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £
At 31 December 2023:				
Property, plant and equipment	247,500	-	-	247,500
Current assets/(liabilities)	56,242	65,876	122,758	244,876
	<u>303,742</u>	<u>65,876</u>	<u>122,758</u>	<u>492,376</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

19 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).