

**SAINT MARK'S PARISH CHURCH  
ALMA ROAD, REIGATE, SURREY**

**(Registered Charity No. 1134121)  
[www.stmarksreigate.co.uk](http://www.stmarksreigate.co.uk)**



**DIOCESE OF SOUTHWARK  
CROYDON EPISCOPAL AREA  
ARCHDEACONRY OF REIGATE**



**REPORT AND ACCOUNTS FOR 2016**



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## THE VICAR'S LETTER

Dear Friends,

It is customary for the vicar to write a letter to introduce the Annual Report, and I am delighted to say that 2016 has been another busy and varied year with continued growth in attendance. As reported last year, we have five priorities for mission at St Mark's. This year I will make my report under the five headings with some general remarks at the end so that you can see the excellent progress we have made over the year as a church.

### **(1) to develop the particular Church tradition of St Mark's and the Spiritual Growth of parishioners**

Three more modules of the Pilgrim Course were run in 2016 with on average 20-25 people attending either the morning or evening sessions. The topics covered this year were the Commandments, the Creeds and the Eucharist. Each module has six sessions and the discussions were wide ranging. We will complete all 8 modules in 2017 and will then move onto another course. There is plenty of scope for more study groups, prayer groups and home groups and building up our faith is a continuing process. Preaching is taken seriously at St Mark's and we are fortunate to have such gifted preachers in the ministry team, and my thanks go to Ian Archer, Sarah Cousins and Susannah Dyde, our readers, and from June to Reverend Anna Moore, our Assistant Curate. We also had services led by Fr Campbell Snow, Fr Andrew Zihni, Fr Shane Wood and Reverend Michaela Wood, all of whom preached. Having this variety of preachers is refreshing and helps us all grow in our spiritual life. We have also had various social events including afternoon tea and community singing to mark Her Majesty the Queen's 90<sup>th</sup> birthday, the Harvest Lunch and the lunch following the APCM. My thanks to the Social Committee for their hard work in running these very important social occasions in the life of St Mark's.

### **(2) to develop the use of Music in worship and community events**

The use of music has been an important aspect in the life of St Mark's for many years and continues to be important. Everyone has different tastes and expectations from music and so in 2016 we were able to broaden slightly the range of music we use. For many people, the use of traditional hymns and music in worship at St Mark's is important and distinctive, and so at our 10.00am Sung Eucharist we use the organ with choir under the direction of Terrence Hancock, and mainly traditional hymns. On the first Sunday of the month, the 10.00am service has had a wider range of music, not tied to our hymn books, and led by the St Mark's Singers directed by Toby Garrood. The Godfrey Searle Choir sang Choral Evensong on several occasions and this continues to be well supported. Traditional music has been a hallmark of St Mark's, and that is set to continue. However, at our monthly Messy Church and at T-Time Tales we use songs more suited to our young people. In that way we have a variety of styles. Various musical events took place during 2016 including concerts by Cantamus, Dunottar School, the English Arts Chorale, the North Downs orchestra and a concert by young woodwind students to gain valuable performing experience.

### **(3) to develop the Open Church policy ensuring the Church is open, inclusive and accessible to all**

The church continues to be open every day during daylight hours and is used by many people as a space to sit quietly, to reflect, to pray and to light a candle. We also have a wide range of activities in the Church Centre and the amount of use has increased over the past year. Children's parties have also increased, a valuable link with the community. My thanks to Jean Hatton, our hall bookings secretary, for all her hard work in letting out the hall. Our website has been revised and we now have more use of Facebook and Twitter to promote events and to share the news from St Mark's. My thanks to Ben Read who has taken on managing our on-line presence which has very quickly become a useful tool in our mission.

#### **(4) to develop work with children and families**

Our work with our young people continues, and is focussed on Junior Church, T-Time Tales, Messy Church and Chums Youth Group. Messy Church is now well established and we have averaged about 70 people each month. In September we had Puppet Tree joining us at Messy Church where we had over 100 children and adults attending. Messy Church involves many people helping, and I am pleased that the different teams have worked well to organise the crafts and activities, the food, and the welcome. The leading of the worship has been led by the Ministry Team, and Simon Gower, John Shaw and Hilary Hobbs have played the piano on occasions. Messy Church sees the whole church family working together, and although our young people thoroughly enjoy it, Messy Church is for all ages. Anna and I continue to go into Holmesdale School and Micklefield School to lead assemblies, and together with Brooklands School all three schools have class visits to the church. Holmesdale continue to have Harvest and Christmas services in St Mark's. As Easter was relatively early (27 March), the Easter Club was held after Easter and was well attended. We used Scripture Union resources that used Mark's Gospel and the theme of the Olympics. My thanks to Mel Crighton and to all the many helpers for all the hard work put into this – it was very enjoyable and a great success. Many people are involved in our work with children and families, but my particular thanks go to Leo Corden who coordinates much of this work.

#### **(5) to develop Outreach into the Community in practical ways**

As a church we have been developing our work with the wider community. In particular we have been far more involved with the Winter Night Shelter organised by the Renewed Hope Trust. The hall has been used as a venue on Thursday nights in December 2015 and January 2016 and on Friday nights in December 2016 and January 2017. We plan to continue being a centre next winter. About 12 or so members of St Mark's have been involved in the project either at St Mark's or elsewhere in the area. My particular thanks go to Nigel Perkins who is our parish coordinator. Angela Daniels has continued with organising the Community Lunch on the 2<sup>nd</sup> Sunday of the month, ably assisted by Alison Stagg. It is so good to see so many people involved in this very important and worthwhile project, helping to provide the food, set-up, cook, clear away, etc. One group in particular deserves a special mention and that is the young people who are now involved in helping. We have also seen an increase in the number of guests, but there is room for more, so if you know of anyone who would benefit from this, please speak to Angela or Alison. We have also continued to be a collection point for the FoodBank at St Matthew's, and again, many people are involved in this work. In late 2016 we trained individuals as Pastoral Visitors and they were commissioned in January 2017. It is vitally important that we care for all in our community whether they are regular church members or not. There were various collections throughout the year for various charities including Combat Stress, Christian Aid, the Women's Refuge and the Samaritans. Our Children's Society representatives Michael and Judy John, stood down during the year because of Judy's health, but Tony and Patricia Bird have taken on the role and my thanks go to them all. In 2017 the PCC will be exploring more ways in which we, as a Church, can be more involved in the community.

#### **General Remarks**

There are so many people who do so many jobs, often quietly in the background, and I would like to thank all of them for their giving of their time, talents and energy, and by naming some, I am bound to forget others. I want to thank the Ministry Team consisting of our Assistant Curate, Reverend Anna Moore, and our readers Ian Archer, Sarah Cousins and Susannah Dyde who have all continued to preach regularly and offer pastoral support within the church and around the parish. We meet together on a regular basis so that we coordinate as effectively as we can the worship and pastoral work of the church. Sarah Cousins continues to lead SMART with Louise Wallis and to support many spiritual aspects of the life of St Mark's. Ian Archer continues his valuable care of the sick and housebound, visiting local care homes, hospitals and individual parishioners in their homes. Susannah, along with Keith, has continued to lead T-Time Tales, continuing this very important ministry to the young children and their carers. Reverend Anna shares with me the whole work of the parish, spiritual and practical, as she continues her training amongst us. My special thanks to her for all she has brought to St Mark's since June. Having a

full-time colleague has meant that we have been able to do much more in 2016 and some initiatives, such as the Pastoral Visiting Team, have been accomplished much sooner. There will be more developments during 2017.

The Parish Office is central to the administration of the parish, and my thanks go to our administrator Shona Prosser. Shona is often the first contact people have with the work of St Mark's and she seamlessly deals with all enquiries, and works tirelessly for the parish. At the APCM, Richard Marshall stood down as Churchwarden after only one year in office as he and his family prepared to move back north. My thanks to him for his hard work and support during the year. He is sorely missed, not least from the choir. Paul Selvadurai was elected Churchwarden for a second year and Ken Packer was elected to join him. My thanks to them both for their support this year. They have been very ably supported by the Deputy Wardens, PCC Secretary, Treasurer, and Parochial Church Council members.

In the year ahead the PCC will further the work of the Mission Action Plan, identifying various new initiatives that will take us forward in deepening our faith, in our work and welcome of young people, in developing our music and worship, and looking outwards into the community and living the life of Christ in this part of Reigate. We will also face some challenges as our Quinquennial Report from our Architect has revealed some urgent and expensive repair work on the Tower – so look out for the scaffolding! Finally I want to thank everyone for their support over the year, especially in the first part of the year when I was not well myself, but battled on regardless. Your care, support and understanding made all that we do together possible, so thank you.

With my best wishes



## **THE PAROCHIAL CHURCH COUNCIL OF SAINT MARK, REIGATE - ANNUAL REPORT**

Chairman: The Reverend Martin Colton  
Assistant Curate: The Reverend Anna Moore (from July 2016)  
Vice Chairman: Mr Kenneth Packer  
Readers: Mr Ian Archer, Mrs Sarah Cousins, Mrs Susannah Dyde  
Churchwardens: Mr Kenneth Packer, Mr Paul Selvadurai  
Deputy Wardens: Mr Trevor Ford, Mrs Louise Wallis, Mrs Christine Ingram  
Deanery Synod  
Representatives: Mrs Sarah Cousins, Mr David Simmons,  
Mrs Nicola Lloyd, Mrs Patricia Bird,  
Elected  
Members: Mrs Rosemary Absalom, Mrs Anne Cotterell,  
Mr Terrence Hancock, Miss Jane Paul, Mrs Jenny Toye  
Co-opted  
Members: Mr John Austin, Mr Brian Rowbotham

### **STRUCTURE GOVERNANCE AND MANAGEMENT**

St Mark's is a registered charity - number 1134121. The method of appointment of Parochial Church Council members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll, to take part and assist in the activities and to stand for election to the Council.

The following committees report to the Parochial Church Council:

Standing  
Finance and Buildings  
Worship, Music and Spirituality  
Children and Young People  
Inclusivity and Accessibility  
Practical Outreach

## PUBLIC BENEFIT

The Parochial Church Council has embraced the Charity Commission's guidance on Public Benefit. It aims to promote religion within the parish. The church is open during daylight hours for all to enter and is used by local schools for their services. The hall is available to church groups, local associations and others.

## OBJECTS AND ACTIVITIES

The Council has the responsibility of co-operating with the Incumbent to promote within the parish the whole mission of the church - pastoral, evangelistic, ecumenical and social. It also has responsibility for the maintenance of both the church and hall and to provide the physical and financial resources to achieve the mission of the church in general and the parish in particular.

## ACHIEVEMENTS AND PERFORMANCE

The Parochial Church Council strives to offer a range of services that attract all age groups from our community who find attendance both beneficial and spiritually fulfilling.

Families are attracted to our church by the Crèche, Junior Church, Chums, T Time Tales, Easter Club and the monthly Messy Church service.

During the autumn of 2016 the average weekly attendance was 121 (2015 - 117) and the annual attendance showed a small increase over that of 2015.

Total on the Electoral Roll as at 1 January 2016	195
Removals during the year	(3)
Additions during the year	<u>8</u>
Total as at 31 December 2016	<u>200</u>

Of the 200 total, 135 are resident within the parish and 65 are not.

Pastoral care is effected by visits to those who cannot attend church due to sickness or age. Holy Communion is taken to those at home or in hospital by the clergy or by a Reader (Ian Archer).

A Practical Outreach Committee creates and organises contact within the parish. SMART (St Mark's Afternoon Retirement Team) meets monthly with guest speakers and visits to local attractions. The Community Lunch is served in the church hall to those who live independently in the parish.

The Winter Night Shelter is provided in the church hall weekly during December and January to the homeless and Voluntary Action Reigate & Banstead used the church hall for a Christmas Day luncheon for those alone.

## MEETINGS

During the past year the Council has met on seven occasions and we have averaged an attendance rate of 64%. Committees exist to manage and develop the various activities and their reports are discussed by the Council and authority given where necessary. The Standing Committee is comprised of the Chairman, Churchwardens, Secretary and Treasurer. It has met on one occasion during the course of the year. The composition and responsibilities of

committees are kept under review in order to create better control and an improved reporting system.

## RISK MANAGEMENT

The Council is aware of its responsibilities for assessing and managing this church's risks and continues to implement plans therefor.

The principle risks financially and to continuity are the buildings. The church is over 150 years old and built of Reigate stone and the hall is over 50 years old. The quinquennial inspection of the church (but not the hall) was carried out during the year by a Diocesan approved architect. The matters requiring immediate rectification have been referred to contractors.

Terrorism was considered by the Council to be of minimum risk and has not been insured.

Succession and temporary cover of officers is discussed.

## CLERGY AND READERS

The Vicar (The Reverend Martin Colton) is now supported by an Assistant Curate (The Reverend Anna Moore) who joined us in June this past year. The licensed Readers are Mr Ian Archer, Mrs Sarah Cousins and Mrs Susannah Dyde.

## FINANCIAL REVIEW

The main Financial Statement and notes are set out on pages 8 to 13 followed by the income and expenditure accounts of the church and hall on pages 14 and 15 which comprise the General Fund in a more detailed and reader-friendly format.

The Statement of Financial Activities on page 8 shows a surplus for the year on the Unrestricted General Fund of £4,375 (2015 – surplus of £9,425).

The Unrestricted General Fund movement comprises:

2015		2016
£		£
(20,222)	Church operating deficit	(35,221)
5,853	Hall operating surplus	8,679
<u>(14,369)</u>		<u>(26,542)</u>
23,091	Property rent	30,275
703	Interest receivable	642
<u>9,425</u>	Surplus for the year	<u>4,375</u>

Two significant events affected items in the accounts:

- 1 CLERGY EXPENSES – the appointment of an Assistant Curate for whom rent of a house has been incurred from 1 June, which with council tax, water rates and travel expenses etc. costs £11,795.
- 2 PROPERTY – the caretaker left our employment in June 2016. The cottage, owned by the church and occupied by the caretaker, became vacant, was rented in July to Reigate and Banstead Borough Council and in September was leased to tenants guaranteed by the Borough Council for a period of five years at a fixed rent of £1,100 per month. The market rent is estimated at £1,300 per month. Thus property rent is credited with £1,300 per month and £200 per month is considered to be gifted to the Council cause and therefore £1,000 is charged under grants. This property is now held as an investment and has therefore been included at its estimated market value of £350,000 resulting in an addition to the Unrestricted Fund of £345,149.



## GENERAL FUND – CHURCH – PAGE 14

### Income –

- Planned Giving - £75,093 - increased by 2%
- Collections - £16,135 - were also up 2%
- Gift Day - £18,800 - was the second highest ever after the 150<sup>th</sup> anniversary
- Special appeals - £1,602 - are collections dedicated to specific charity causes - see under Grants following

- Other Activities –	£
T Time Tales	124
Easter Club	426
"A Christmas Carol" Reading	81
	<u>631</u>

### Expenditure –

- Grants (i.e. outside giving) total £4,794 of which £1,602 was from special appeals and £3,192 from church funds. A full list of grants made is:-

From special appeals and activities -	£	£
Combat Stress (Remembrance Sunday)	543	
Renewed Hope Trust (Carol Service)	798	
Reigate Samaritans (Midnight Mass)	<u>261</u>	1,602

From church funds -		
SMOAT	574	
Reigate Deanery Synod	83	
David Livingstone International	110	
Welcare	550	
St Bede's School	675	
Reigate & Banstead Borough Council	1,000	
College of St Barnabas	<u>200</u>	<u>3,192</u>
		<u>4,794</u>

- Parish Support Fund (previously Diocesan Quota) – +2%
- Clergy expenses - out-of-pocket expenses of the clergy. Per previously, includes the costs of the Assistant Curate - £11,795
  - Gas and electricity £5,996 - higher gas usage
- Building maintenance - includes £1,140 for quinquennial inspection

*Operating Deficit* - £35,221 - (2015 - £20,222)

## GENERAL FUND – HALL – PAGE 15

- Letting fees - increased by 8% due to increase in rents and of occupation
- Running costs - in total similar to last year
- Cleaning - includes £3,060 paid to the cleaner following the departure of the caretaker
- Operating surplus - £8,679 (2015 - £5,853)

	£
Car Park	23,579
22 Birkheads Road	<u>6,696</u>
	<u><u>30,275</u></u>

#### CURRENT YEAR

Following the two significant events in 2016 as detailed above, the actual rent receivable from 22 Birkheads Road will be for a full year i.e. £13,200.

The cleaning is outsourced to a company at a cost of £12,000 per annum. Adding the cost of supervision, there is a near break-even plus the saving of the previous caretaker's salary.

The Assistant Curate's costs will be for a full year.

Exceptional expenditure will be incurred on building maintenance for which estimates are being sought. These are:

- 1 Tower - inspection to assess stonework repairs and work on other walls in hand;
- 2 Gutter clearance and other repairs
- 3 Hall wall ties

Plans are being developed to extend the kitchen and replace equipment in 2018. We hope to receive grants from Surrey County Council and others.

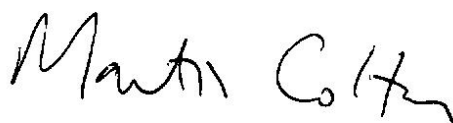
The above will create deficits in 2017 and possibly in 2018.

#### RESERVES POLICY

It is Council policy to attempt to maintain the unrestricted funds by breaking even over a five-year period, thus spreading any exceptional operating income and expenditure.

Required maintenance expenditure as evidenced above could absorb the liquid unrestricted funds now of £153,523. Thus it is prudent to retain these reserves and add thereto in years of lower maintenance.

Approved by the Parochial Church Council on 13 March 2017 and signed on its behalf by:



*The Reverend Martin Colton*  
Chairman

**THE PAROCHIAL CHURCH COUNCIL OF SAINT MARK, REIGATE**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
For the year ended 31 December 2016

		<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2016</b>	<b>2015</b>
	Note				
<b>INCOMING RESOURCES</b>					
Incoming resources from donors	2(a)	110,745	494	111,239	109,595
Other voluntary incoming resources	2(b)	631	1,602	2,233	2,134
Income from charitable and ancillary trading	2(c)	54,585	- - -	54,585	53,131
Income from investments	2(d)	7,338	15	7,353	719
<b>Total Incoming Resources</b>		<u>173,299</u>	<u>2,111</u>	<u>175,410</u>	<u>165,579</u>
<b>RESOURCES USED</b>					
Grants	3(a)	3,192	1,602	4,794	2,354
Support Costs	3(b)	165,732	494	166,226	144,543
<b>Total Resources Used</b>		<u>168,924</u>	<u>2,096</u>	<u>171,020</u>	<u>146,897</u>
<b>NET INCOME BEFORE INVESTMENT GAINS</b>		4,375	15	4,390	9,441
<b>NET GAINS ON INVESTMENTS</b>		345,419	- - -	345,419	- - -
<b>NET INCOME</b>		<u>349,794</u>	<u>15</u>	<u>349,809</u>	<u>9,441</u>
<b>BALANCES BROUGHT FORWARD at 1 January 2016 (2015)</b>		<u>153,729</u>	<u>3,036</u>	<u>156,765</u>	<u>147,324</u>
<b>BALANCES CARRIED FORWARD at 31 December 2016 (2015)</b>		<u><u>503,523</u></u>	<u><u>3,051</u></u>	<u><u>506,574</u></u>	<u><u>156,765</u></u>

**THE PAROCHIAL CHURCH COUNCIL OF SAINT MARK, REIGATE**  
**BALANCE SHEET AS AT 31 DECEMBER 2016**

		<b>TOTAL FUNDS</b>	
		<b>2016</b>	<b>2015</b>
		<b>£</b>	<b>£</b>
	Note		
<b>FIXED ASSETS</b>			
Property	5	350,000	4,581
<b>CURRENT ASSETS</b>			
Debtors	7	7,084	4,586
Short Term Deposits		145,283	139,626
Cash at Bank		11,534	14,644
		<u>163,901</u>	<u>158,856</u>
<b>LIABILITIES</b>			
Amounts falling due within one year	8	7,327	6,672
<b>NET CURRENT ASSETS</b>		<u>156,574</u>	<u>152,184</u>
<b>NET ASSETS</b>	6	<u>506,574</u>	<u>156,765</u>
<b>FUNDS</b>			
Unrestricted	10	503,523	153,729
Restricted	10	3,051	3,036
		<u>506,574</u>	<u>156,765</u>

Approved by the Parochial Church Council on 13 March 2017 and signed on its behalf by:

  
The Reverend Martin Colton  
Chairman

  
Terrence F Hancock  
Secretary

The notes on pages 10 to 13 form part of these accounts

**THE PAROCHIAL CHURCH COUNCIL OF SAINT MARK, REIGATE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2016**

**1. ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations, 2006 together with applicable accounting standards, the Charities Act 2011 and the Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with FRS 102 (effective 1 January 2015) (Charities SORP (FRS 102)).

The financial statements have been prepared under the historic cost convention, as modified by (the re-valuation of land and buildings) investments being measured at fair value through income and expenditure within the Statement of Financial Activities.

These financial statements are the first financial statements prepared in accordance with FRS 102. The date of transition was 1 January 2015 and the last financial statements were prepared under the previous reporting framework for the year ended 31 December 2015. There were no changes to accounting policies and no adjustments required to opening reserves as a result of the new accounting framework.

The financial statements are prepared in Sterling, which is the financial currency of the charity. Monetary amounts in these financial statements are rounded to whole pounds.

The charity meets the definition of a public benefit entity under FRS 102.

The Trustees do not consider there to be any material uncertainties about the charity's ability to continue as a going concern.

**Funds**

The accounts include all transactions, assets and liabilities for which the Parochial Church Council has overall responsibility. They do not include the accounts of other church groups that owe their main affiliation to another body, such as the Mothers' Union.

**Unrestricted Funds**

These are those which are not subject to any legal restriction regarding their use. Funds designated for a particular purpose by the Parochial Church Council are unrestricted. The fund which is unrestricted is the General Fund which comprises the Church and Hall accounts.

**Restricted Funds**

These are those which arise when money is given for a specific purpose. The restricted fund in these accounts is: The Beryl Kent Fund - for the beautification of the Sanctuary. The movements of this individual fund are shown in note 10 to the accounts.

**Incoming Resources**

These are accounted for on a receivable basis. Voluntary services are not included.

**Resources expended**

These are recognised in the period in which they are incurred and are accounted for gross.

**Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with S.10(2)(a) and (c) of the Charities Act 2011. No value is placed on the movable church furnishings held by Churchwardens on special trust for the Parochial Church Council and which require a faculty for disposal since the Parochial Church Council considers this to be an inalienable property. All expenditure incurred during the year on consecrated and beneficial buildings and movable church furnishings, whether maintenance or improvement is written off. Investment properties are initially recognised at cost and subsequently re-measured at fair value at the reporting date.

**Tax Status**

As a charity the Parochial Church Council is exempt from paying Corporation Tax but does have to pay Value Added Tax.

**Financial Investments**

- (i) Cash and cash equivalents: Cash and cash equivalents include cash at banks and in hand and in short term deposits with a maturity date of three months or less.
- (ii) Debtors and Creditors: Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price.

**Cash Flow Statement**

The charity has taken the exemption available in paragraph 7.18 of FRS 102 and has not prepared a cash flow statement.

**THE PAROCHIAL CHURCH COUNCIL OF SAINT MARK, REIGATE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2016**

	2016			2015		
<b>2. INCOMING RESOURCES</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>2(a) Incoming Resources from Donors</b>						
Planned giving	61,282	---	61,282	59,483	---	59,483
- income tax recoverable	13,811	---	13,811	14,194	---	14,194
Collections at services (including tax recoverable)	16,135	---	16,135	15,883	---	15,883
Gift Day (including tax recoverable)	18,800	---	18,800	17,617	---	17,617
Donations (including tax recoverable)	717	494	1,211	1,280	1,138	2,418
	<u>110,745</u>	<u>494</u>	<u>111,239</u>	<u>108,457</u>	<u>1,138</u>	<u>109,595</u>
<b>2(b) Other voluntary incoming resources</b>						
Collections from appeals (including tax recoverable)	---	1,602	1,602	---	1,082	1,082
Other Activities	631	---	631	611	441	1,052
	<u>631</u>	<u>1,602</u>	<u>2,233</u>	<u>611</u>	<u>1,523</u>	<u>2,134</u>
<b>2(c) Income from charitable and ancillary trading</b>						
Magazine	734	---	734	684	---	684
Hall lettings	27,010	---	27,010	25,001	---	25,001
Car park rent	23,579	---	23,579	23,091	---	23,091
Fees	3,262	---	3,262	4,355	---	4,355
	<u>54,585</u>	<u>---</u>	<u>54,585</u>	<u>53,131</u>	<u>---</u>	<u>53,131</u>
<b>2(d) Income from investments</b>						
Interest receivable	642	15	657	703	16	719
Property rent - see note 2(d)	6,696	---	6,696	---	---	---
	<u>7,338</u>	<u>15</u>	<u>7,353</u>	<u>703</u>	<u>16</u>	<u>719</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>173,299</u>	<u>2,111</u>	<u>175,410</u>	<u>162,902</u>	<u>2,677</u>	<u>165,579</u>
<b>3. RESOURCES USED</b>						
<b>3(a) Grants, missionary and charitable giving</b>						
Church overseas						
Missionary Societies and Relief and Development age	684	---	684	220	---	220
Home missions						---
Church societies	1,508	798	2,306	611	441	1,052
Other charities etc	1,000	804	1,804	---	1,082	1,082
	<u>3,192</u>	<u>1,602</u>	<u>4,794</u>	<u>831</u>	<u>1,523</u>	<u>2,354</u>
<b>3(b) Support Costs</b>						
Church - Parish Support Fund	101,148	---	101,148	99,158	---	99,158
- Clergy expenses	13,934	---	13,934	2,324	---	2,324
- Building maintenance	1,387	---	1,387	4,935	---	4,935
- Junior Church	---	494	494	---	319	319
- Equipment	---	---	---	767	---	767
- Organist and Organ	3,021	---	3,021	3,198	---	3,198
- Church running expenses	17,147	---	17,147	13,924	---	13,924
- Office administration and stationery	10,164	---	10,164	8,592	49	8,641
	<u>146,801</u>	<u>494</u>	<u>147,295</u>	<u>132,898</u>	<u>368</u>	<u>133,266</u>
Hall - Running costs	18,331	---	18,331	19,148	770	19,918
Governance - Independent Examination	600	---	600	600	---	600
<b>TOTAL SUPPORT COSTS</b>	<u>165,732</u>	<u>494</u>	<u>166,226</u>	<u>152,646</u>	<u>1,138</u>	<u>153,784</u>
<b>TOTAL RESOURCES USED</b>	<u>168,924</u>	<u>2,096</u>	<u>171,020</u>	<u>153,477</u>	<u>2,661</u>	<u>156,138</u>

**THE PAROCHIAL CHURCH COUNCIL OF SAINT MARK, REIGATE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2016**

<b>2(d) PROPERTY RENT</b>		<b>2016</b>	<b>2015</b>
22 Birkheads Road		<b>£</b>	<b>£</b>
Rent Received	5,696		---
Grants	1,000	6,696	---
		<u>6,696</u>	<u>NIL</u>

Per note 5 following, this property has been let to a tenant guaranteed by Reigate and Banstead Borough Council as Community Support at a rent of £1,100 per month. The market rent has been advised as £1,300 per month. Therefore for five months, £200 per month was donated to Community Support as has been charged to Grants.

<b>4. STAFF COSTS</b>	<b>2016</b>	<b>2015</b>
<b>Wages and Salaries</b>	<b>£</b>	<b>£</b>
	<u>12,074</u>	<u>11,232</u>

Three staff (2015 - three) were employed during the year - a Parish Administrator, a Caretaker and a Hall Cleaner who is related to the Vicar. Costs of National Insurance and Pensions were nil. In addition fees of £2,000 (2015 - £2,000) were paid to the Organist Mr T F Hancock who is a member of the Parochial Church Council. The Chairman (who is the Vicar) and the Assistant Curate are ex-officio members and are re-imbursed expenses. Also the rent, water rates and Council Tax of the Assistant Curate's house are paid for by the Parochial Church Council and these costs charged to Clergy Expenses. No other member received any remuneration or has expenses re-imbursed. Key management personnel include members of the Parochial Church Council, Junior Church leaders and volunteers who garden, cook and serve coffee. No employee received remuneration exceeding £60,000 (2015 - none).

**5. FIXED ASSETS**

	Investment Property £	Freehold Property £
Cost		
At 1 January 2016	---	4,581
Transfer	350,000	(4,581)
At 31 December 2016	<u>350,000</u>	<u>NIL</u>

The property 22 Birkheads Road was occupied by the Caretaker until 8 June 2016. The property has since been let to a tenant guaranteed by Reigate and Banstead Borough Council and has been transferred to Investment Property at the market value at the date of transfer. This has resulted in a re-valuation gain of £345,419 which is recognised through Income and Expenditure within the Statement of Financial Activities.

The property has been valued by the Trustees by reference to market evidence of transaction prices for similar properties. The historical cost of the property is £4,581.

**6. ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2016 £</b>	<b>2015 £</b>
Fixed assets	350,000	---	350,000	4,581
Current Assets	160,850	3,051	163,901	158,856
Less current liabilities	(7,327)	---	(7,327)	(6,672)
Fund Balance	<u>503,523</u>	<u>3,051</u>	<u>506,574</u>	<u>156,765</u>

**7. DEBTORS**

	<b>2016 £</b>	<b>2015 £</b>
Income tax recoverable	4,511	4,331
Sundry	2,573	255
	<u>7,084</u>	<u>4,586</u>

Sundry debtors are financial instruments and are measured at present value.

**8. LIABILITIES - AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>£</b>	<b>£</b>
Creditors and accruals	<u>7,327</u>	<u>6,672</u>

All creditors are financial instruments and are measured at present value.

**THE PAROCHIAL CHURCH COUNCIL OF SAINT MARK, REIGATE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2016**

**9. DEFERRED INCOME**

Deferred Income comprises:

Balance at 1 January 2016

Amount released to income

Amount deferred in the year

Balance at 31 December 2016

<b>2016</b>	<b>2015</b>
<b>£</b>	<b>£</b>
---	---
---	---
904	---
<u>904</u>	<u>NIL</u>

Deferred income relates to rent received in relation to the next year.

**10. FUND DETAILS**

Details of fund movements during the year for the individual funds are as follows:

**Unrestricted Fund**

Fund at 1 January 2016 (2015)

Surplus for the year

Fund at 31 December 2016 (2015)

<b>£</b>	<b>£</b>
153,729	144,304
349,794	9,425
<u>503,523</u>	<u>153,729</u>

**Restricted Fund - Beryl Kent Fund**

Fund at 1 January 2016 (2015)

Surplus for the year

Fund at 31 December 2016 (2015)

<b>£</b>	<b>£</b>
3,036	3,020
15	16
<u>3,051</u>	<u>3,036</u>

**11. MAINTENANCE OF CHURCH BUILDINGS**

The Parochial Church Council is responsible for the maintenance of the church and hall and a Finance & Buildings Committee exists to ensure that the necessary work is under constant review. A quinquennial inspection was effected by a Diocesan approved architect during the year highlighting necessary repairs.

The age and nature of both buildings give rise to a continuing demand for major maintenance work.

**12. ACCUMULATION OF RESERVES**

The accumulation of surpluses in the various funds exists only to the extent that resources are needed for the ongoing work of the church and for the maintenance and improvements referred to in note 11.

**13. DETAILED INCOME AND EXPENDITURE ACCOUNTS**

Detailed Income and Expenditure Accounts are provided on the following pages.



**THE PAROCHIAL CHURCH COUNCIL OF SAINT MARK, REIGATE**  
**CHURCH - GENERAL FUND - INCOME AND EXPENDITURE ACCOUNT**  
**For the year ended 31 December 2016**

<b>INCOMING RESOURCES</b>	<b>2016</b>	<b>2015</b>
<b>Incoming Resources from Donors</b>	<b>£</b>	<b>£</b>
Planned giving (including tax recoverable)	75,093	73,677
Collections (including tax recoverable)	16,135	15,883
Gift Day (including tax recoverable)	18,800	17,617
Donations (including tax recoverable)	1,211	1,648
	<u>111,239</u>	<u>108,825</u>
<b>Other voluntary incoming resources</b>		
Special appeals	1,602	1,082
Other Activities	631	1,052
	<u>2,233</u>	<u>2,134</u>
<b>Income from charitable and ancillary trading</b>		
Magazine	734	684
Fees	3,262	4,355
	<u>3,996</u>	<u>5,039</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>117,468</u>	<u>115,998</u>
<b>RESOURCES USED</b>		
<b>Missionary and charitable giving</b>	<u>4,794</u>	<u>2,354</u>
<b>Church running costs</b>		
Parish Support Fund	101,148	99,158
Clergy expenses	13,934	2,324
Sanctuary costs	867	1,216
Junior Church	494	319
Organist and organ	3,021	3,198
Insurance	5,844	5,410
Gas and electricity	5,996	4,551
Repairs and servicing	1,978	1,005
Building maintenance	1,387	4,935
Equipment	---	767
Miscellaneous	2,462	1,742
	<u>137,131</u>	<u>124,625</u>
<b>Management and administration</b>		
Parish Office administration and stationery	10,164	8,641
Independent Examination	600	600
	<u>10,764</u>	<u>9,241</u>
<b>TOTAL RESOURCES USED</b>	<u>152,689</u>	<u>136,220</u>
<b>OPERATING (DEFICIT) FOR THE YEAR - CHURCH</b>	(35,221)	(20,222)
<b>OPERATING SURPLUS FOR THE YEAR - HALL</b>	8,679	5,853
<b>PROPERTY RENT</b>	<u>30,275</u>	<u>23,091</u>
<b>TOTAL OPERATING SURPLUS</b>	3,733	8,722
<b>INTEREST RECEIVABLE</b>	642	703
<b>TOTAL SURPLUS FOR THE YEAR</b>	<u>4,375</u>	<u>9,425</u>

**THE PAROCHIAL CHURCH COUNCIL OF SAINT MARK, REIGATE  
HALL - GENERAL FUND - INCOME AND EXPENDITURE ACCOUNT  
For the year ended 31 December 2016**

<b>INCOMING RESOURCES</b>	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Letting fees	27,010	25,001
Donations	- - -	770
<b>TOTAL INCOMING RESOURCES</b>	<u>27,010</u>	<u>25,771</u>
<b>RESOURCES USED</b>		
Insurance	1,806	1,671
Gas, electricity and water	5,492	4,976
Cleaning	4,005	568
Repairs and maintenance	3,587	5,786
Caretaker's house	328	1,124
Caretaker's salary	2,358	4,992
Refuse collection	650	546
Payphone deficit	- - -	135
	<u>18,226</u>	<u>19,798</u>
<b>Management and administration</b>		
Letting Secretary	105	120
	<u>18,331</u>	<u>19,918</u>
<b>TOTAL RESOURCES USED</b>	<u>8,679</u>	<u>5,853</u>
<b>OPERATING SURPLUS OF THE HALL FOR THE YEAR</b>		
<b>RESTRICTED FUNDS</b>		
<b>BERYL KENT FUND</b>		
Balance brought forward 1 January 2016 (2015)	3,036	3,020
Interest receivable	15	16
Balance carried forward 31 December 2016 (2015)	<u>3,051</u>	<u>3,036</u>

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF SAINT MARK, REIGATE**

I report on the accounts of Saint Mark, Reigate for the year ended 31 December 2016, which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

Your attention is drawn to the fact that the Charity has prepared these accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to 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 been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

### **Respective Responsibilities of Trustees and 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 explanation 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 no opinion is given as to whether these 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 accordance 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 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

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.

Surrey House  
36 - 44 High Street  
Redhill  
Surrey RH1 1RH



K E Halstead MA(Oxon) FCA  
Kingston Smith LLP  
Chartered Accountants

March 2017

## THE READERS

What exactly does a Reader do? Apart from being on a rota for preaching and helping lead church services, it very much depends on the Reader and their circumstances. We each have had to fill in our returns this year for the Diocese to show how many things we have been involved in and what sort of things. An informal and private contract is drawn up each year between the Reader and the incumbent committing to the hours and projects that each one of us feels able to do. This can change with circumstances and go up or down in hours.

This past year some have had the experience of helping with our young people at Chums, Junior Church and with other groups. Some of us have been able to contribute to events such as Faith and the Family and others have taken Communion regularly to sick or housebound members of our church.

As well as being part of the ministry team and working alongside our vicar, Fr Martin and curate, Reverend Anna and seeing from close up their gifts at work, we are in the privileged position of being an ongoing part of the body of the church and seeing the many talents of the congregation. You know we are no more special than you are. You are just as committed as us in working hard to see that our church and faith are passed on to the next generation. You have as many if not more gifts than we have. We are all extraordinary! The difference lies, perhaps, in what we are being called to. God calls each one of us, in his body the church, to show his love and share our gifts with one another and those who haven't yet heard of his love.

Maybe God is calling you to help out as a Reader or Southwark Pastoral Auxiliary. Whatever God is calling you to do he will provide direction and strength for that challenge. Ian Archer, Susannah Dyde or myself are always ready to listen to anyone who is feeling their way towards any calling that involves remaining an extraordinary member of the congregation.

*Sarah Cousins*

## THE SERVERS

Once again I wish to thank all of the serving team for their hard work in keeping the services running smoothly, especially to those who help at the 8.00am and mid-week services. A special mention should go to Toby Garrood, who was the only server left standing for the 10.00am Christmas day service for the second year running.

We have had a steady decline in numbers over the last year, as people have moved away, gone to university or have taken up other callings within the community. This leaves us short-handed at many services for the first time in several years. We are keen to find new volunteers of any age who can assist, and we will be making additional efforts in the coming year to find new team members.

Balancing this, it has been a joy to welcome Reverend Anna to the church. She is willing to turn her hand to most things, and has been helping the servers out when we are in need. We look forward to working with her in the years ahead.

*James Tanser*  
*Sacristan*

## **ELECTORAL ROLL**

As you have probably read elsewhere in this Annual Report, this year there has been a small rise in the number on the Electoral Roll. At the end of December 2015 there were 195 names on the Roll. On the revision of the Roll, before the last Annual Parochial Church Meeting in April, there had sadly been one death, but happily eight people had made applications, and we welcome them all. One person applied to go on the Roll after the meeting, two people have left the Parish during the year, and sadly a second person has died, so at present the Roll stands at 200 exactly.

Please remember that applications can be made at any time of the year, apart from the two weeks immediately preceding the Annual Meeting, when the revision takes place. The simple application forms can be found on the table at the back of the church and once completed can be handed to me or the Vicar.

The blue folder containing the Roll is on the same table at the back of the church, and always available for reference. No telephone numbers or e-mail addresses are required, or published, to preserve privacy.

*Alison Stagg*  
*Electoral Roll Officer*

## **MUSIC AT SAINT MARK'S**

### ***St Mark's Singers***

St Mark's Singers were established in late 2015 to sing at the Parish Eucharist once monthly. Our choir is now around twenty strong and we have developed a substantial repertoire ranging from spiritual to gospel and more modern music. We welcome all singers regardless of experience - the ability to read music is not necessarily needed but enthusiasm is essential! We have regular rehearsals on Monday evenings in the church and anyone who would like to join is very welcome.

We are particularly keen to see more older children and men (although our bass section is now very respectable). We had a very successful barbecue last Summer and more social events are planned for 2017. Please contact [tobygarrood@aol.com](mailto:tobygarrood@aol.com) if you would like more details.

*Toby Garrood*

### ***St Mark's Choir***

The choir has continued to sing at the Sung Eucharist, and also on other occasional weekday services throughout the year despite having dwindled in numbers. I would like to place on record my grateful thanks for their unstinting loyalty. We are now urgently looking for some more soprano voices to be with us on a regular basis.

As usual we were able to augment our regular numbers for the annual Carol Service in December, and once again I am grateful for the help given on the day by Toby Garrood who accompanied on the organ.

It has been a delight to welcome The Godfrey Searle Choir who have come to sing Choral Evensong on an occasional basis.

Cantamus have been with us again to present musical concerts and just before Christmas we hosted the first public performance of the North Downs Community Band.

*Terrence Hancock*  
*Organist and Choirmaster*

## **SAINT MARK'S PARISH MAGAZINE**

The magazine has once again appeared each month, with enough material to justify sixteen pages. Hopefully, the price of 30p per issue is sufficiently small (about one eighth of a cappuccino) that it does not put people off buying it. Much of our circulation is to people who would not wish to, or be able to access the information on-line. So I hope we shall be able to continue to produce a paper copy for the foreseeable future.

Production has continued in a thoroughly efficient manner. The material is transmitted to the Parish office electronically, where the copier receives the file, re-sequences the pages automatically (i.e. page 16 on the left, page 1 on the right - if you don't believe me, have a look at one of them), then folds and staples them. That is not to say that it never goes wrong, and we are grateful for Shona Prosser's watchful eye to make sure that everything is as it ought to be.

Our thanks also go to Jane Artis for the organization of the paid advertisements and to Jenny Toye who handles the subscriptions (£3.00 per year) and the distribution to our regular subscribers. Our particular thanks to our regular contributors; Father Martin, Barbara Perkins, Harry Ingram, Louise Wallis and 'Roman Arch'. My personal thanks also, to Terrence Hancock who produces the magazine twice a year when I am usually on holiday.

*Malcolm Toye*

## **THE CHILDREN'S SOCIETY**

Firstly, sincere thanks are due to our predecessors, Judy and Michael John, for their past efforts and contribution to the Society.

The annual Box Opening and Fund-raising Coffee Morning took place in the church hall on Saturday 30 July when £290.76 was raised from the various stalls and £413.99 collected in The Children's Society boxes, making a grand total of £704.75.

At the Crib and Christingle Service on Christmas Eve the church was absolutely packed and the amazing sum of £1,434 (including Gift Aid) was donated in the collection envelopes and candle boxes.

Our thanks go to everyone who has supported and helped us in making this a worthwhile year for such a good cause.

*Patricia and Tony Bird*

## **KNITTING & SPIRITUALITY GROUP**

A group of knitters have been meeting in homes for fellowship and craft work one evening each month from 7.30pm until 9.00pm each month. People bring knitting or sewing that can be done on their lap. Each evening starts and ends with a short Celtic style prayer. In between that we knit, get to know one another and share skills and refreshments. The only rule is no gossip!

We all find this to be a very relaxing time to unwind with company. You are most welcome so if you are interested please get in touch to find out more.

*Cherith Baldry  
Sarah Cousins*

## **TRAIDCRAFT**

This year, after an absence of about two years, Traidcraft returned to St Mark's with the sale of Christmas cards and the Real Advent Calendars. This was most successful and welcomed by many of the congregation. Thank you to everyone who supported this very worthy charity.

We will be selling Easter cards and the Real Easter Eggs in a few weeks' time. New Traidcraft catalogues will be available soon. Please take one and look through it at your leisure and place your order with me Jenny Toye, Stephanie Lawrence or Shona Prosser.

If you do not know our catalogue, you will have a nice surprise as you turn its pages. I would like to thank Stephanie and Shona for their help in promoting Traidcraft throughout St Mark's.

*Jenny Toye*

## **YOUTH WORK AT SAINT MARK'S**

### ***T TIME TALES***

T Time Tales continues to go from strength to strength. Every Wednesday afternoon in term time about twenty children bring their mummies or carers into church for a biscuit and a drink. The children sit on small chairs or on the floor at the front of church and take part enthusiastically in the action songs. They then listen attentively to the story, which has to be timed just right to hold their attention!

This outreach to local schools could not happen without the help of a small but loyal team of volunteers who serve the refreshments. If you are free for one hour on a Wednesday afternoon please come and help us.

*Susannah Dyde*

### ***JUNIOR CHURCH***

We've had an interesting year in 2016 with the profile of children attending Junior Church changing. Although the numbers on the Junior Church register are similar to last year the regularity of attendance is lower which means fewer children at the weekly Junior Church sessions. The other significant change is more children in the lower age profile, and fewer boys attending.

There is a variety of reasons, and families often have commitments which influences their pattern of attendance. We can also see a very positive pull to Messy Church, which provides an excellent opportunity for families to enjoy worshipping together.

During the year we had a successful Easter Club where a huge team of volunteers led three days of games, craft activities, worship, cooking and music sessions.

Through the holidays storytelling remains a popular option, and at the end of the year the children were fantastic in the Nativity production called Stargazers. The solo singers in the production were particularly good and I am looking forward to seeing what they achieve next Christmas.

Thank you to all the parents who help with all the Junior Church activities, your commitment over many years is very much appreciated.

33 in the 8+ age group  
29 in the 4 to 7 age group  
10 in the crèche / nursery group  
Total 72 (last year 67)

*Leonora Corden*

### **CHUMS YOUTH GROUP**

Chums continues to meet at 6.00pm on a fortnightly basis. It is led alternately by Fr Martin, Susannah Dyde and myself, alongside a rota of parents who kindly provide supper. This is eaten together to begin the evening and encourages discussion amongst the group. We then follow on with a short talk on various themes. The evening then concludes with games, which include German spotlight, sardines, kick the bottle and more recently Unihoc (indoor hockey). We have purchased new games equipment and look forward to making use of it throughout the year.

The youth group consists of nine girls, but on a monthly basis we also meet with Kingswood Parish youth group where two boys regularly attend. The two groups have gelled well, thanks to team building games from Carl Hassan when they first met. We are hoping that the group will continue to grow with perhaps more boys joining us in the near future now that we have established a link with Kingswood.

*Reverend Anna*

### **SOCIAL COMMITTEE**

At the start of 2016 our Chairman, Fiona Page, stood down after many years of leading the social committee. A huge thank you for all her hard work; she leaves big shoes to fill as we all endeavour to carry on the work of the social committee with her enthusiasm and commitment.

Throughout the year we have been pleased to coordinate refreshments for many of the annual events at St Mark's including the bring and share lunch at the Annual Parochial Church Meeting, hot cross buns after the Good Friday family service, afternoon tea following the Beating the Bounds walk, tea, coffee & biscuits after the All Souls Memorial service and mulled wine and mince pies after the Christmas Carol service. We were also able to provide refreshments for a marriage preparation course, a choir boys tea and the Deanery Synod meeting held at St Mark's.



The social committee ensures the cupboard is kept well stocked for refreshments after Sunday morning services but thanks go to Nigel Perkins for coordinating the coffee rota and to all the helpers who volunteer each week.

In June the Queen's 90<sup>th</sup> birthday was celebrated with an afternoon tea. The event was well attended with the hall decorated in red, white and blue. Everyone enjoyed entertainment led by Fr Martin and a selection of sandwiches and cakes made by members of the congregation. Thanks go to Patricia Bird who organised and coordinated the event and to everyone else who contributed food or helped on the day.

Later in June we were very pleased to welcome Rev Anna and her family to St Mark's with prosecco and cake after the Sunday morning service following her ordination as Deacon.

The October Harvest lunch was our biggest event of the year and was attended by over eighty members of the congregation of all ages giving everyone the chance to socialise with each other whilst enjoying cottage pie and apple crumble.

Thank you to all the social committee members for their hard work this year and to all others who continue to support us at the various events with their cooking skills, time and much appreciated clearing and washing up. We are always looking for new members so if anyone would like to join please let us know.

*Mel Crighton*

## **MESSY CHURCH**

Messy Church celebrated its 1<sup>st</sup> year in October and has proved a big success, especially with young families. Messy Church takes place on the third Sunday of the month between 4.00pm and 6.00pm and attracts on average 35 children and 35 adults. This figure fluctuates depending on the time of year. It begins with craft and games in the church hall, followed by a short time of worship in the Church, and we then conclude with a delicious shared meal.

Messy Church is skilfully co-ordinated by various teams of volunteers, who through their hard work, time and dedication have organised the registration/craft/games/worship and catering needed for the smooth running of Messy Church. This team effort has made such a difference to the overall success of Messy church and heartfelt thanks go to all who are involved.

*Reverend Anna*

## **LENT LUNCHESES**

As is the usual practice we hold our Lent Lunches each year. These are almost all held in people's homes, the last one being held in the church after the Thursday lunch time service. They consist of a very simple meal of soup and bread and one kind of cheese and water, where we remember those to whom this would be a feast.

In 2016 we held six lunches and raised the excellent sum of £645.00 to go to projects in the Holy Land, Zimbabwe and Southwark.

Thank you to all those who contributed to these worthy causes.

*Stephanie Lawrence*

## **ST MARK'S OVERSEAS AID TRUST**

This year has seen no changes in the membership of the Committee. We remain a diverse Committee of seven members, each of us committed to relieving poverty in the developing world.

During 2016 we were able to give away £12,529 to 11 deserving projects in Malawi, Nepal, Zambia, Tanzania, Zanzibar, Rwanda, Uganda and Nepal. This doesn't include the money raised by the 2015 Christmas Appeal, which raised £5,700 and, after topping up, we were delighted to be able to give £4,300 to Village Water to fund all the tools necessary to enable a manual drilling team to establish a new well and hand pump in Western Province, Zambia. We were also able to give £1,500 to Faith in Action to fund loans for eco stoves and briquettes businesses in Malawi. The loans range from £64 to £96 and will help many families become independent and self-sufficient.

2016 was another busy year and we raised money through various and sometimes unusual ways!

For instance, in February our Chairman donned a swimming costume in the French Alps and did snow angels in the snowy mounds before leaping into a swimming pool. She raised £334, which was subsequently topped up and we sent £360 to provide goats (one male and two female) to families who foster orphans from AIDS afflicted families. Each female goat produces two kids per year and they are sold to other families to raise money, and so the project self-perpetuates.

Everything returned to normal when we held our first SMOAT Bingo in February. It was a wonderful family event and was very well attended. We were raising money for Faith in Action to buy bicycle ambulances for Mphihiira, a small village in Southern Malawi. Mphihiira has been accommodating displaced families affected by some of the worst floods in history. It is a long way from the nearest health clinic and so the bicycle ambulances transport sick people who may otherwise have died. We raised just over £700 and after topping this amount up to £765 we were able to finance three ambulances. What a fantastic result!

In April, we held a St George's Day Barbecue Brunch which, once again, was hugely successful. We had people coming along all morning to enjoy a full cooked breakfast or Danish pastries for the lighter appetites. It was an event enjoyed by everyone who attended. We raised just over £520 and received a very generous donation which together paid for a general anaesthetic operating table for BRINOS, the organisation which has established an ear hospital in Nepal. Dr Neil Weir, one of the founder members of BRINOS, came along a couple of months later to talk about the project and was overwhelmed when we gave him a cheque for £1,000, which covered the whole cost of the operating table.

Once again, something different for us was joining forces with a local boutique, Quattro Rish. They opened up their shop one Sunday in May and held a huge discount sale of past seasons' stock. People were queueing to get in long before the doors opened and the shop was full to bursting all day. Quattro Rish gave a generous percentage of the takings to SMOAT and we raised over £1,850 and, after topping up, we were able to give £2,000 to Microloan Foundation to fund agricultural loans to poor rural women in Malawi.

In September we held a Jazz Evening. It was a hugely popular event and the audience enjoyed a fantastic array of cheeses, great wine and, most importantly, some wonderful music from a local singer and her band. We raised over £1,500 and were able to send £2,000, which included a generous donation, to Faith in Action to fund wind pump irrigation systems in Malawi to replace systems destroyed in the terrible floods of 2015.

In October we held our annual Helier Dreux Quiz, which always draws in a crowd of enthusiastic quizzers. We raised nearly £1,300 and were able to send £1,850 to Kaloko Trust to fund a 'Granny Project', helping grandmothers in Zambia to raise their grandchildren whose parents had died from AIDS. The grandmothers are given seeds and fertiliser to help them grow their own crops.

With money from regular giving we were able to top up the amounts raised at events and we were also able to give to other projects: Rwanda REACH water tank project - £600; Project Uganda rainwater harvesting project - £1,500; Doctors for Nepal - £1,000. Including £50, which was given to support a local Scout in Tanzania and £1,404, given to an IMPACT water project in Zanzibar, which was from a bequest in 2015, we gave away a total of £18,329.

I would like to take this opportunity to thank everyone at St Mark's for their continued support. It is always very much appreciated and valued. In particular, can I thank our supporters and regular givers. As you can see above, receiving money on a regular basis helps us to help more people on an ongoing basis and helps us to make a real difference to some of the poorest people in the world.

*Barbara Perkins*  
*Chairman*

## **SAINT MARK'S COMMUNITY LUNCH**

Once again 2016 has been a very successful year for the Community Lunch, culminating in over eighty people sitting down, at Christmas, to enjoy a dinner of roast turkey with all the trimmings! During lunch there was a lovely sound of music playing on the stage, and when the curtains were drawn back Susannah and her harp ensemble gave us a delightful concert, before our guests went home, each with a small present.

At a normal Community Lunch we usually have about forty-five guests, some transported by our very willing band of drivers, to whom thanks should be given, and others who drive themselves or walk. Guests are welcomed with the drink of their choice. Fr Martin and Reverend Chris Colton usually attend and, after any announcements, the Vicar says Grace before the meal is served. There is always a roast meal, something that the people attending might not always be able to provide at home, followed by a dessert – sometimes homemade, but more frequently this year we have bought desserts. There is always an alternative of fresh fruit salad and sugar-free ice-cream for those who are either not able, or do not wish, to eat the dessert provided. The meal finishes with a cup of tea or coffee and a chocolate or other sweet.

Without volunteers to peel potatoes or carrots, supply desserts, deliver and collect our guests, cook the food or be with us on the day serving, carving the meat, washing up and making up tables, this lunch would not happen. We are very grateful to everyone who does so much. We are lucky in having a very happy and competent team who turn up on the 2<sup>nd</sup> Sunday of every month and make the guests feel they are special from the moment they are picked up by the wonderful drivers to the minute they are dropped back home. We did some work a couple of years ago, with local schools to attract Duke of Edinburgh Award volunteers; so far, we have had five who completed with us, and two who have just started - they usually stay for six months.

The chafing dishes, purchased in 2015, are in use every month – they are invaluable. The fact that we did not need any large items needing capital expenditure this year, meant that we could give an increased contribution to the Church on Gift Day.

We continue to hand out leaflets inviting the guests to the next lunch, printed by the Parish Office each month, thus avoiding most of the postage costs involved in mailing.

We have recently been contacted by Reigate and Redhill live at home scheme to see if we could accommodate more guests. They aim to offer support and friendship to older people in the Reigate, Redhill, Merstham and Horley areas. Their scheme is based in Redhill supporting over a hundred older people to live in their own homes, to be independent and less isolated. Unfortunately, at present, we cannot accommodate extra guests due to the kitchen size and cooker.

The organising and provision of the Community Lunch makes a long day and very hard work, but very good fun! Please continue to support us by providing a vegetable once a month or offering to drive our guests.

*Angela Daniels, Alison Stagg*

## **THE PARISH OFFICE**

The Parish Office is a hive of activity, reflecting both the addition of our Curate, Reverend Anna Moore and the events within the church, church hall and our service to the community. With the additional energy and enthusiasm, the ministry team along with the army of St Mark's volunteers have set about organising and running additional events and formalising the Pastoral Care team. All of this, in addition to an already busy programme is seen reflected in our Website and Facebook pages expertly managed by Ben Read. With Ben's help we have been able to engage with the wider community and get help when needed, as was seen when the War Memorial wall was damaged a week before Remembrance Sunday – a picture on Facebook elicited offers of help straight away and repairs were completed in time for the Service of Remembrance!

Technology has continued to play a significant role as we slowly introduce the 'iKnow' church management system to make our various rotas accessible online. So far the Churchwarden, Serving Team, Intercessors and Epistle Readers rotas have been added, providing those within the teams a means to see the rota, note a change and most importantly log their unavailability dates (holidays, family time etc) which prevents double booking! We plan to include the Messy Church rota and Coffee Rota soon. Sadly, the reminders automatically sent by the system three days before a duty is a set format that we cannot change so please forgive the tone – we are pleading with the programmers to change it!

As many will know, I have played roulette with my office chair for some months – never being quite sure when it would suddenly drop! Whilst this did provide moments of hilarity, I am delighted now to be enjoying the security of a new chair!

*Shona Prosser*  
*Parish Administrator*

## **SAINT MARK'S AFTERNOON RETIREMENT TEAM (SMART)**

SMART meets every first Thursday of the month in the afternoon throughout the year. It is in its seventeenth year and in 2016 welcomed more people than ever to join in the meetings and events organised. Technically the group is for retired people, but in practice there is nothing 'retiring' about the way it thinks and behaves. This year we rang the changes as usual with some meetings in St Mark's church hall, while other meetings took us out on visits in the local area. We listened and learnt, we indulged in a little sport, and we enjoyed tea in a variety of locations.

We had a visit from Ian Archer who told us about his life in the Navy, and illustrated his talk with pictures of boats on which he served. It was clear he had enjoyed his military service and his experiences encouraged the audience to reminisce about their time serving their country. Our new curate Reverend Anna Moore joined us in August to introduce herself and talk about her life, family and calling, a cheerful and interesting meeting, much enjoyed by all. In September Rosanna Summers came from Past Pleasures to instruct in the manners and etiquette of Georgian times. With her she brought props and costumes, and artefacts she herself had embroidered in the fashion of the period. Members of the audience, rather gamely, volunteered to model costume and behave in

the mode of that era. There was much hilarity, and not a little learning too. We look forward to welcoming Rosanna back in 2017 for more instruction!

Another, most welcome visitor was Bruce Cousins, who came and sang to us a medley of numbers from the war years in particular. It was a truly excellent performance from Bruce, not only for its musical merits, but for the thoughtful choice of pieces and the emotions they provoked. The audience found themselves singing along spontaneously. With a little help from friends, Bruce composed a song for SMART to the tune and style of 'If you would like to swing on a star'. Our interest in local history took us in May, courtesy of Reverend Chris Colton to the Wisdom of God Church in Lower Kingswood. This is a splendid church which combines a calm spiritual feeling with a 'museum' of rare artefacts from the ancient world. Chris gave us a warm welcome, as ever, and we enjoyed tea with her and Martin Colton. In June we went on a more adventurous trip to the excellent Pilot's Hub cafe at Redhill Aerodrome. We sat outside and watched the planes and helicopters land and take off, enjoyed the view to the hills in the distance whilst sampling some really excellent cakes, including some freshly made ginger cake.

In July, we were again invited to Jenny and Ian Archer's house to play croquet. Regular readers of this report and members of SMART know this is a highlight in our annual calendar of events. Once again the sun shone and we were made to feel welcome. There is something so quintessentially English about tea and croquet, and especially in the Archer's garden as we look up to the Pilgrim's Way and Colley Hill.

Closer to home, we had tea at the Tea House in Church Street, Reigate, where we enjoyed cream teas and lots of chatting in April.

In between these meetings we have met in the Hall to read our favourite poetry and reminisce about schooldays. These meetings are very popular as we share experiences and explore different points of view.

Hilary Hobbs and her band of singers and players, once again, led our Christmas meeting. Our thanks to Hilary and friends for a polished repertoire of music, carols, readings and Christmas cheer.

A report about SMART is never complete without mention of tea, cakes and biscuits, all consumed while enjoying easy companionship. SMART is a good way to meet new people and make friends. Anyone new to the area is very welcome. Lifts to the meetings are available on request. We are grateful in particular to Alec Parish for the lifts he gives, and to Marion Wall for helping to organise them at Wraymead Place. We are always grateful for help and thanks should be given to Sue Collyer and Patricia Bird who have helped us this year.

With sadness we remember the passing of Josie Monk, Tom Sign and Marie Bell, and their contribution to SMART.

*Louise Wallis*

## **PARISH SAFEGUARDING**

There is very little to report beyond the fact that all parishes including St Mark's will be required to complete a Parish Safeguarding Self-Audit by the end of March 2017; the last self-audit by parishes took place in 2014.

Your Parish Safeguarding Officers continue to update and expand their knowledge in the field of safeguarding by attending refresher courses and, in the last twelve months, a course on responding to domestic abuse.

Led by Kate Singleton as the Diocesan Safeguarding Advisor and supported by Uzma Osinibi as the Diocesan DBS Administrator, the primary members of the Diocesan Safeguarding Team remain unchanged.

*Rosemary Absalom*  
*Kate Lovegrove*

## **TAX EFFECTIVE GIVING**

Saint Mark's is a Registered Charity No.1134121 and hence your giving can be enhanced in a number of ways by tax recovery and / or tax saving.

### *Gift Aid*

Whether by regular planned giving using envelopes, or bank standing orders, or by donations during the year, or on Gift Day, tax equal to 25% of your giving is recovered by the church. Higher rate taxpayers also get relief because the amount donated grossed up by the basic rate of income tax (i.e. donation plus 25%) is added to their basic rate limit.

For example, if you donate £100, the total value of the donation to the church is £125. You can claim tax back of:-

£25.00 if you pay tax at 40% (i.e. 20% of £125)  
£31.25 if you pay tax at 45% (i.e. 25% of £125)

### *Shares*

If you have shares which you donate, you can charge the value thereof against your taxable income and not pay capital gains tax on the disposal. You may have accumulated many holdings, e.g. from privatisations - one or more of which you could donate to the church. Your stockbroker can advise or you can consult the Treasurer.

### *Legacy*

An amount left in your will to Saint Mark's is deducted from the value of your estate before calculation of Inheritance Tax of 40% on assets in excess of the threshold. A codicil to an existing will to create a legacy is a simple document. You may consider revising your will to reflect current values.

The Finance Act 2012 reduced the Inheritance Tax rate to 36% where 10% or more of a net estate is left to charity. Thus you should consider and take advice to ascertain the benefit of increasing your charitable legacies which could include Saint Mark's.

### *Personal Pensions*

As with a legacy, you can gift the whole or part of your personal pension fund to Saint Mark's and there will be no tax payable in respect of that gift. The Taxation of Pensions Act 2014 allows a personal pension fund to continue for future beneficiaries beyond immediate dependants. Your pension fund administrator will provide you with a nomination form and an explanation of the legislation.

*Brian Rowbotham*  
*Honorary Treasurer*

## **OTHER ACTIVITIES**

### ***Winter Night Shelter***

The Winter Night Shelter is operated by the charity Renewed Hope Trust to offer a safe place to sleep for local homeless people, with a cooked evening meal and breakfast. It moves between different churches in Reigate & Banstead and Tandridge and is staffed by volunteers, many of whom are based at the churches.

St Mark's hosted the Shelter for the first time during the winter of 2015/16 and a report on that season appeared in the report and accounts for 2015. This report covers our second winter of hosting when St Mark's hall was the venue on Friday nights from 16 December 2016 to 27 January 2017. In practice, since there were no guests for a period over Christmas and the New Year, we hosted it on only four nights: 16 December and 13, 20 and 27 January.

We had just one guest on our first night, two on our second night, three on our third night and six on our final night. It seems the referring agencies may have been slow to refer homeless people to the programme, hence the low numbers of guests during the first part of the winter. Despite the low numbers, the volunteers I spoke to believed that their time and efforts were well-spent and the guests were very grateful for the accommodation we provided.

Hosting the Shelter on Friday nights avoided the need we had in 2015/16 (when we hosted on Thursday nights) to turn our guests out before the breakfast club's start time of 7.00am.

For each night that the Shelter operated, there were 21 duties that needed to be filled by volunteers, giving a total of over 1,750 duties in all through the winter.

It was particularly pleasing that all of the shift supervisor roles were filled by St Mark's members. Graham Humphries and Ken Packer were our evening shift supervisors; this is a crucial role as the way the evening is run sets the tone for the whole night. Jane-Ann Paul was our night shift supervisor, in addition to filling the same role at St Mary's on Thursday nights! Susannah Dyde was our morning shift supervisor and provided cooked breakfasts and packed lunches.

Many more St Mark's members worked shifts in other capacities and several also helped at other venues or at the associated daytime drop-in centre in central Redhill.

The Parochial Church Council has offered the hall again as the venue for Friday nights next December and January.

*Nigel Perkins*

### **FOODBANK**

We continue to support the Foodbank at St Matthew's Church, Redhill. Our parishioners are extremely generous with donations of packet and tinned goods which are taken, by volunteers, to St Matthew's for distribution on Mondays, Wednesdays and Fridays from 12noon until 2.00pm.

Those in need are identified by vouchers issued through various agencies, including the Citizens' Advice Bureau and the Probation Service.

Stocks begin to get low by the end of the summer but at Harvest time, thankfully, this changes dramatically. Schools, groups, churches, shops and individuals keep us well supplied for times of high demand.

One very kind boy in our congregation made an alternative Advent calendar. This is an initiative whereby one item for each day in Advent is put in a box - a wonderful way to contribute to the Foodbank at Christmastide.

*Patricia Bird*



