

St Mark's Church, Cambridge.

The Parochial Church Council of the
Ecclesiastical Parish of St. Mark, Cambridge

Registered Charity No. 1134157

Annual Review
and
Financial Statements
for the
year ended
31 December, 2024



St Mark's Church, Cambridge.

Annual Report for 2024

Role of the PCC

St Mark's PCC has the responsibility of co-operating with the Priest-in Charge, in promoting within the ecclesiastical parish the whole mission of the Church; liturgical, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for St Mark's Church, St Mark's burial ground and St Mark's Community Centre.

Membership

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year the following have served as members of the PCC:

Vicar	Rev Jim Robinson
Assistant Priests	Revd Canon Tom Buchanan Revd Andrew Hurst
Wardens	Sarah Perry Nigel Porter
Interim Treasurer	Sandi Buss
Deanery Synod	Margaret Banks Nigel Porter
Church Administrator	Felicity Parker
Community Centre Administrator	Xanthe Langley
Members	Richard John Bauckham Jenny Doyle Hanelore Hagele Rita Lingard Sarah Perry Alan Arthur Miller Francis Marie Miller Hillary Lynne Murray Barry Read Shevanti Roser Alan Jones Kristine Smythe Ross Smythe Eleanor Francis Teye Scott Sue Wagner

Committees

The PCC had eight working groups - Eco Church, Education & Discipleship, Children and families, Community Centre, Arts Events, Social Events, Visiting, Charities and two Deanery Synod members.

St Mark's Church, Cambridge.

Annual Report for 2024 - continued

Annual Report St Marks 2024

Church

During the year, our incredible and highly skilled Treasurer of many years, Stuart Lingard, whose consistent support for improvements to church and community centre was remarkable, tragically passed away on the 1st of September 2024. Our new Vicar was inaugurated on the 5th of September 2024.

For the 8am Sunday service the numbers coming were between 12-17 people, for the 9.30am Sunday service the numbers were between 64-71 and the 11am service on Tuesday was around 10-15. Junior Church is continuing to grow on Sunday mornings and St Mark's is also looking forward to the start of Junior Choir to be conducted by Marcus Cox.

Bethan had a successful celebration at the end of her curacy in Newnham and Grantchester, and she and husband James are looking forward to the arrival of their first child in April.

The Lent Lunches raised £1,952.50 for various charities in 2024 and continue to be extremely popular.

From brief to completion the new lighting took almost 3 years. 9 church members contributed to the Lighting Working Party who selected designer and contractor. The work was completed on time and budget of just over £ 40,000. No cost fell on church funds due to the generosity of supporters. Our aspirations have been met and our electricity costs reduced.

Community Centre

The income from regular bookings has increased, due to the addition of two new Pilates classes and a slight increase in hire fees. There are fewer casual bookings this year, but hopefully these will pick up in April and demand is still steady. Ably managed by Xanthe Langley.

No major work has been needed in the Community Centre, but a more responsive heating engineer has been appointed and the troublesome door lock dealt with by a superior and more expensive model.

Financial review

The Financial Statements show a surplus of **£30,046** (2023: deficit of £1,039).

Community Centre lettings have improved with a surplus of **£7,356** (2023: £4,122)

There was an unrealised gain of £14,766 on investments at the year end giving total investments at the year end of **£659,881** (2023: £645,115). Total funds were **£780,140** (2023: £755,838).

Reserves policy

It is the PCC policy to maintain a balance on unrestricted funds, which equates to a minimum of two months' unrestricted payments to cover emergency situations that may arise from time to time plus a further one and a half months' unrestricted payments to cover cashflow fluctuations. This equates to approximately £35,000 compared to £145,788 held at the year end. Designated funds could be re-assigned as General Funds if approved by the PCC.

In addition, the Community Centre aim to hold a contingency fund of 20% of income in the Community Centre bank account. This equates to approximately £4,000 compared to £16,321 held at the year end.

It is the PCC policy to invest fund balances with the CBF Church of England Funds and the CAF Bank Ltd when appropriate.

St Mark's Church, Cambridge.

INDEPENDENT EXAMINER'S UNQUALIFIED REPORT – CHARITABLE TRUST

Independent examiner's report to the Trustees of St Mark's Church, Cambridge

I report on the accounts of the Trust for the year ended 31 December 2024, which are set out on pages 4 to 9.

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 of the Charities Act 2011 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 commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no 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.



Lisa King
Burdett King Accountancy Limited
8 The Hamiltons
Newmarket
CB8 0NF

Date: 1 May 2025

St Mark's Church, Cambridge.

The Parochial Church Council of the Ecclesiastical Parish of St Mark, Cambridge.

Registered Charity No.1134157

Annual accounts for the year ended 31 December 2024

Section A

Statement of financial activities

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	Total this year £	Total last year £
Incoming resources						
Voluntary income	2(a)	93,503	5,000	21,631	120,134	154,701
Activities for generating funds	2(b)	1,056	199	-	1,255	2,315
Income from investments	2(c)	21,061	-	-	21,061	19,676
Church activities	2(d)	3,432	25,948	-	29,380	25,870
Total incoming resources		119,052	31,147	21,631	171,830	202,562
Resources expended						
Church activities	3(a)	88,628	18,592	54,376	161,596	161,031
Costs of generating voluntary income	3(b)	78	320	-	398	865
Governance costs	3(c)	300	-	-	300	260
Total resources expended		89,006	18,912	54,376	162,294	162,156
Net incoming/(outgoing) resources before transfers		30,046	12,235	(32,745)	9,536	40,406
Gross transfers between funds	7				-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)		30,046	12,235	(32,745)	9,536	40,406
Other recognised gains/(losses)						
Gains and losses on investment assets	5	-	14,766	-	14,766	55,475
Net movement in funds		30,046	27,001	(32,745)	24,302	95,881
Balances b/fwd 1 January		115,742	598,697	41,399	755,838	659,957
Balances c/fwd 31 December		145,788	625,698	8,654	780,140	755,838

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Registered Charity No.1134157

Section B

Balance sheet as at 31 December 2024

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	Total this year £	Total last year £
Fixed assets						
Investments	5	47,765	603,784	8,332	659,881	645,115
Total fixed assets		47,765	603,784	8,332	659,881	645,115
Current assets						
Debtors		2,875	-	-	2,875	12,371
CCLA deposit account		54,711	-	-	54,711	35,195
Cash at bank and in hand		19,837	16,321	33,144	69,302	67,412
Total current assets		77,422	16,321	33,144	126,888	114,978
Creditors: amounts falling due within one year	6	1,325	5,304	-	6,629	4,255
Net current assets/(liabilities)		76,097	11,018	33,144	120,259	110,723
Total assets less current liabilities		123,862	614,801	41,477	780,140	755,838
Creditors: amounts falling due after one year		-	-	-	-	-
Provisions for liabilities and charges		-	-	-	-	-
Net assets		£ 123,862	£ 614,801	£ 41,477	£ 780,140	£ 755,838
Funds of the Charity						
Unrestricted funds	7	145,788	-	-	145,788	115,742
Designated funds	7	-	625,698	-	625,698	598,697
Restricted income funds	7	-	-	8,654	8,654	41,399
Total funds		£ 145,788	£ 625,698	£ 8,654	£ 780,140	£ 755,838

Other Monetary Assets

Signed by two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

	S Buss	

St Mark's Church, Cambridge.

Section C

Notes to the accounts - 31 December 2024

Note 1

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Charities Act 2011 and the Charities SORP.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

Funds

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Designated funds are general funds which have been designated for a particular purpose.

Restricted funds consist of donations received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with section 10 of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Assets purchased are written off during the year of acquisition.

Investments are valued at market value at 31 December.

St Mark's Church, Cambridge.

Section C Notes to the accounts - 31 December 2024 (cont)

2. INCOMING RESOURCES

2(a) Voluntary income

Tax efficient planned giving
Other planned giving
Collections at services
Charity collections
All other giving General donations
War Memorial
Lighting Appeal
Gift Aid recovered
Legacies
Warm Spaces
Other income

Total

Unrestricted	Designated funds	Restricted funds	Total this year	Total last year
£	£	£	£	£
62,112		1,124	63,236	61,770
4,960			4,960	2,925
2,449			2,449	2,970
		10,488	10,488	13,382
6,746			6,746	4,348
		-	-	5,782
		6,859	6,859	27,718
15,627		3,033	18,660	23,118
400	5,000		5,400	10,000
-			-	-
1,209	-	127	1,336	2,688
93,503	5,000	21,631	120,134	154,701

2(b) Activities for generating funds

SEEK magazine (advertising)
SEEK magazine (sales)
Events and fundraising

Total

330			330	990
726			726	615
	199		199	710
1,056	199	-	1,255	2,315

2(c) Income from investments

Dividend income
Interest

Total

17,908			17,908	17,634
3,153			3,153	2,042
21,061	-	-	21,061	19,676

2(d) Income from church activities

Fees for weddings and funerals
Community Centre income

Total

3,432			3,432	3,116
-	25,948		25,948	22,754
3,432	25,948	-	29,380	25,870

Total Incoming Resources

£ 119,052	£ 31,147	£ 21,631	£ 171,830	£ 202,562
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St Mark's Church, Cambridge.

Section C Notes to the accounts - 31 December 2024 (cont)

3. RESOURCES EXPENDED

3(a) Church activities

	Unrestricted funds	Designated funds	Restricted funds	Total this year	Total last year
	£	£	£	£	£
Missionary and charitable giving	-		11,914	11,914	15,997
Ministry: Parish share	52,286			52,286	50,955
Clergy expenses	404			404	902
Licences &	897			897	724
Salaries and fees (see note below)	10,976			10,976	26,061
Organists and Music Director	4,248			4,248	6,189
Youth work expenses	134			134	1,210
Church running	4,810		671	5,481	8,585
Church utility	3,217			3,217	4,532
Printing, post & stationery	1,696			1,696	1,661
Church building maintenance	1,590			1,590	3,714
Insurance	2,493			2,493	2,437
SEEK magazine	2,043			2,043	2,385
Burial ground	-		142	142	3,903
Warm Spaces	-			-	866
Churchyard & gardens	2,168			2,168	2,106
Church Major works	1,666		41,649	43,315	10,172
Community centre running costs		18,592		18,592	16,962
Community centre major works		-		-	1,670
Total	88,628	18,592	54,376	161,596	161,031

3(b) Generation of voluntary income

Events and appeal costs	78	320		398	865
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3(c) Governance costs

Independent Examination	300			300	250
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Total Resources Expended £ 89,006 £ 18,912 £ 54,376 £ 162,294 £ 162,146

Salaries and fees

- Salaries and fees relate to administration, Choir Director and youth/families work.
- No payments were made to PCC members other than the reimbursement of expenses paid on behalf of the PCC.

St Mark's Church, Cambridge.

Section C Notes to the accounts - 31 December 2024 (cont)

Note 4 Labour Costs and Payments to PCC members

Salaries, wages and honoraria relate to Youth Workers, and Administrator

Any payments made to PCC members relate to the re-imbursement of Church/Community Centre costs.

Note 5 Investment assets

Fixed assets investments relate to 28,538.24 units of CBF Church of England Investment Fund

Value at 31 December 2023: £645,115

Value at 31 December 2024: £659,881 - £645,115 = unrealised gain £14,766

Note 6 Creditors and accruals

Analysis of creditors

Other creditors

Total

Amounts falling due within one year		Amounts falling due after more than one year	
This year £	Last year £	This year £	Last year £
6,629	4,255	-	-
		-	-
6,629	4,255	-	-

Note 7 Fund movements

	Fund balances b/fwd £	Incoming resources £	Outgoing resources £	Fund balances c/fwd £
Unrestricted Funds				
General Fund	£ 115,742	£ 119,052	£ (89,006)	£ 145,788
Designated Funds				
Community Centre Fund	5,184	25,948	(18,592)	12,540
Major Works & Development Fund	591,721	19,766		611,487
Arts & Events Fund	1,792	199	(320)	1,671
Total Unrestricted Funds	£ 598,697	£ 45,913	£ (18,912)	625,698
Restricted Funds				
Mission to Gombe	-	805	(1,031)	(226)
Charity of the Month	-	9,541	(10,883)	(1,342)
Flower Fund	-	127	(456)	(329)
Travel Fund	-		-	-
War Memorial	-	-	-	-
Warm Spaces	134		-	134
Organ Appeal	8,414		(215)	8,199
Lighting Appeal	32,851	10,034	(41,649)	1,236
Burial Ground	-	1,124	(142)	982
Total Restricted Funds	£ 41,399	£ 21,631	£ (54,376)	8,654
Total Funds	£ 755,838	£ 186,595	£ (162,294)	£ 780,140