

ANNUAL REPORT and FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL of the ECCLESIASTICAL PARISH of
ST MARK'S HIGHCLIFFE DIOCESE OF WINCHESTER

For the Year ended 31st December 2020

Vicar: The Reverend Veronica Brown

(from 23rd September 2020)

Independent Examiner: Sue Wintle MFAAT

Solicitors: Aldridge Brownlee Solicitors LLP, Highcliffe

Bankers:

HSBC Bank plc, Christchurch

Charity Number 1150249

St. Mark's Church - Annual Report for 2020

Aim and purposes

St. Mark's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, (the Reverend Veronica Brown from September 23rd), in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church, the two churchyards, St. Mark's Hall and Library. A Parish Office is situated within the complex.

Objectives and Activities

St Mark's Church is here to serve God, each other and the community. Our Christian faith is at the heart of our mission in Highcliffe. We are a friendly, varied and supportive group of people who meet to worship and minister together to share our love of God in our community.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mark's Highcliffe. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the aims we set in our pMAP which was updated last year and approved by the Diocese and Deanery in September 2019. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of St Mark's and the Church Hall and Library.

Ministry and Mission Group Reports

Worship and Outreach Ministry Group

Met once in January 2020 and these are the headline points:

Posters outlining St Mark's activities had been put up on the notice boards in the foyer and church hall

Review of 2019 Activities

- Remembrance Day Service – went well, good contacts with uniformed groups, keep the same format.
- Alpha – went well as did the follow-up sessions and we are in touch with most of those who attended.
- Advent and Christmas – were well attended – fewer at Midnight Mass as the Catholic church held a service this year.

Action: consider reviewing the nature of the 10am Christmas Day service

Prayer Requests book – names will not now be copied from one month to the next, people will be expected to add names of those to be prayed for – see comment in February magazine.

Lent Courses – 5 weekly sessions: Colin to do the new, York Course – Superstar - on a Tuesday evening. Maureen will lead a course on Thursday afternoons – Focus and Faith.

Easter Services - Ministry team to meet to discuss

Prayer Ministry Team 2020

Prayer Ministry – was offered during Communion in January. The rota is tight and when there is only one team member, we invited a suitable person to be present (safeguarding etc) without them praying.

During Lockdown the PMT and members of the Informal Prayer Group formed the Prayer Team to continue praying for those known to be unwell and other prayer requests received. Contact was by email.

Maureen Stringer

Children and Families Report for 2020 - St Mark's PCC February 2021 - by Diana Fauce

I will divide this report into two sections.

Section One : January to mid-March 2020

Little Fishes Playgroup in the Church Hall

Little Fishes met every Monday in term time for about two hours, providing a morning of large and small toy play, songs, games and refreshments – all suitable for pre-school children and their carers. Jackie and her team supported up to thirty families during the mornings. Little Fishes was much enjoyed by all who attended.

Play and Praise and Chewton Common Playgroup (CCPG)

Diana ran Play and Praise sessions in the Church on the second Tuesday of each month in term time, providing 45 minutes of songs, music, movement, games, a Bible story plus related activity, and refreshments. Each session was very much enjoyed by about 15 pre-school children from CCPG, with their leaders. In addition, Diana visited CCPG for 45 minutes every other Wednesday morning to tell Bible stories, sing songs and do activities with the children. In January the children attempted some gardening in Church Avenue!

Helen, the CCPG leader, was in the process of setting up a new playgroup at the Old School House in Lymington Road, Highcliffe. Diana visited the new playgroup there once, before Covid 19 lockdown intervened.

At Highcliffe St Mark Primary School:

Open the Book Assemblies

Mike and his team ran an Open the Book assembly for years 1 and 2 children each Tuesday morning during term time. The assembly was thoroughly enjoyed by the children and staff. Many Bible stories were remembered.

Church Club

Dib and her team ran a lunchtime Church Club for Key Stage 1 children each Wednesday lunchtime during term time for 40 minutes, which they very much enjoyed. Between 15 and 20 children attended each session, for a Bible story and activity.

Awesome After School Club

Diana ran Awesome After School Club for years 3 and 4 children, presenting an hour of Bible stories, activities and refreshments, every Monday after school during term time. The six children attending each session had a great time and their parents were very appreciative and supportive.

Section Two : Mid-March to end of December 2020

Due to Covid 19 lockdowns and restrictions, all children's outreach work had to be stopped.

In December, Diana offered CCPG the use of Christine's travelling Nativity set, to help tell the Christmas story – but CCPG unfortunately had to decline, due to Covid 19 rules.

In December, Mike's Open the Book team sent a Christmas card to the Primary School.

In December, Diana sent the Primary School year 2 staff information about the history and meaning of Christingles and how to make them. This information was used both in the classrooms and on the school's online learning platform.

Flower Report 2020

This has not been a year we would have chosen, but we have managed to cope. Once the first Lockdown was imposed, the church was closed, so no more flowers, & no income.

Having appointed a new Vicar, we were not able to welcome her, but arranged the very popular Taize style services. This meant some flowers were needed. We decided that it would be sensible to use some of our silk flowers to save money & make it easier to manage.

The Heating Project was due to be completed in early April, this was obviously postponed, but we decided to make a donation from the Flower Fund as we benefit greatly from working in a warm Church!

Ann Nash, Flower coordinator.

Friends of St Mark's Church 2020

This has been a difficult year for us as we have not been able to meet, so all decisions have been made online.

We were lucky enough to receive a very generous legacy from Margaret Lloyd, this was big enough for us to decide to embark on the massive Heating Project for St Mark's church. We agree to donate

£65,000 to the PCC to get it started. The Church agreed to a major fund-raising effort & we charged David Cannings with the task of approaching 4 local companies to ask for a grant. David set about this task & has managed to elicit £28,000 from the 4 companies.

The project total was about £110,000, so with a substantial contribution from the congregation we have made it, & have had a warm Church since October!

We are at present a committee of willing but aging members, so not really able to undertake fund raising events, we do need some new people to help us to move forward.

Ann Nash, Acting Chair.

Pastoral Mission Group

This comprises Liz Morton (Chair), Rev. Veronica, Sue Lyonette, , Annette Cheeseman & Francis Bray, and has met twice during the year to discuss progress in the support that we offer.

Our group has shrunk for a variety of reasons and our activities have been very much curtailed by the Covid virus. We continue to value and support the Dementia group which meets in the hall when the covid restrictions allow.

The reduced team has given us the opportunity to plan the direction that we would wish the pastoral mission to take in the future when the virus has been controlled. For example, expanding Bereavement support and hopefully setting up arrangements for a regular Service at Highcliffe Nursing Home.

We sent Christmas cards with a leaflet of prayers to as many of our Church family as we could. Welcome packs are frequently reviewed so that they are available to go out to new residents.

Role descriptions for a Pastoral Care co-ordinator and Pastoral Care Assistants to support the safer working process are being prepared.

Choir Report

2020 into 2021 has proved very lean months for the choir, as live church services have mostly been cancelled due to either national lockdowns, or local alerts. Weekly choir practices have been few and far between, but a small number of the choir, once it was deemed safe to do so and following strict procedures, felt happy with resuming weekly choir practices commencing 27th September. As the congregation were not allowed to sing or hum, these gallant singers were the only voices leading worship in music with the hymns and an anthem.

The mini choir enjoyed recording some hymns for the live streamed services, but as choir practices and services had to once again be cancelled, the choir ceased to meet. Currently we are waiting for the covid-19 vaccination programme to be fulfilled, and the easing of national restrictions to be lifted, when hopefully church services and the function of the choir can resume. Meanwhile the choir remain cheerful and optimistic. But it has been sad in 2020 to have missed out on both Easter and Christmas music.

Alison Hedger

Charitable Support Group Activity

As for everyone, the Covid Pandemic has imposed unavoidable limitations on the group's activity, although St Marks Church members have continued being extremely generous. The Group is very grateful for their response.

Kinkiizi

St Marks completed the 2020, 40p for 40 days Lent Appeal and were congratulated by Gill Tybjerg as being the only parish to donate their money. This amounted to £1869. The latest post on the Kinkiizi Action Group Facebook page reported that work on Bwanja Primary School was complete and ready for P7 students to return on 15th October 2020. The group is very grateful to the PCC Treasurer for collecting and delivering the final amount.

Toilet Twinning

The "Turn out your Toiletries Sales" held after a morning service was poorly supported, raising just £33.50 which was put towards the sponsorship of another Twinned Toilet at Church.

Poole Maternity/Neonatal Unit

Workbox group have continued to support the unit with knitted items. Our meetings have been very limited and due to infection control we were unable to deliver our items until late in the Summer. Members continued to knit at home according to the various seasons.

Support to Salvation Army Project "Mary's Men" for the homeless.

Workbox group also supplied a good number of knitted hats, gloves and scarves which were presented to the Salvation Army Officers at a Mothers' Union Advent Eucharist service held at Ringwood. As the parish were unable to contribute toiletries and other clothing in the normal way, a cash collection was held and the amount of £102.50 was donated direct to the Winton Corps.

The Eve Project

50 Kits were completed before Easter ready to be delivered to Kinkiizi, Uganda in May. However, this trip did not take place and The Eve Project is currently in abeyance until such time as we are required to supply new Kits. Through generous donations the Project has £180 in its funds.

The Children's Society

Due to the pandemic and following advice from The Children's Society the collection boxes were not opened at the usual time in November.

Christian Aid

No figures from Christian Aid 2020 are available as people made their own personal gifts. Mike Goodman has notified that he was willing to continue as Christian Aid contact for St Mark's in 2021

Shoebox Appeal and Samaritans Purse

As all donations were done online this year no figures regarding this appeal are available. We do not receive the Rotary collection numbers

Christchurch Community Partnership Forum (CCP) has adjusted to the extraordinary circumstances of the coronavirus and is providing, across Highcliffe and Christchurch, a range of volunteer led services for the isolated and those in hardship. Anyone interested in donating, volunteering or “just interested” is encouraged to look at their extensive website.

<https://www.christchurchcommunitypartnership.org.uk/>.

Christchurch Foodbank. Is of increasing importance in these times of economic uncertainty for local people and it welcomes online donations. A special thanks go to Brenda Marvin for organising “Covid mask” making, the several sewers who helped make them and Maureen Stringer for all the work arranging for volunteers to host “trees”, delivering masks, dealing with supplies and all of the money.

Special collections and appeals for Christmas

Unfortunately, contributions to the recommended charities, the Children’s Society and USPG could not take place in view of the special service arrangements.

Churchwardens Report

2020 began well for us at St Mark’s the post for our new Vicar was advertised with the interviews and arrangements set for the middle of February.

All our services continued as normal with the support of, the Reverend Angela Gosden, Reverend Canon Helen Griffiss, Reverend Canon Terry Pinner, Reverend Canon Roy Matthews, Reverend Darrol Reagon. Our LLMs John and Colin and Maureen our LLW who continued to lead services and ensured the smooth running of our services. Ruth Crossland LLM was supporting B@9 and leading worship in school during our vacancy.

Our interview programme went to plan, we appointed Revd Veronica and plans were put in place for her to join us. The work on our new heating system installation began and it was due to be completed ready for Easter.

Then in March came the news that all churches were to be closed for worship due to the COVID- 19 pandemic. Initially the church was open for individual private prayer, however, from Tuesday 24th March all churches were closed for any activity due to the pandemic and no one was permitted to enter church apart from a nominated Churchwarden (Sue) to observe all health and safety and security checks. During this time, several Risk Assessments were completed to ensure church was safe and secure and to be ready for when we could reopen. It was a strange time for us all.

During this first complete lockdown Colin sent out the Daily Readings and collect with a Compline service on Monday and Friday. Maureen liaised with our retired priests who continued to support us and sent out a Service for Sunday. We also sent out a weekly KIT (Keeping In Touch) email with contributions from our parish family. Maureen edited and put this together for us every week for the rest of 2020 and into 2021. After Easter Colin and John sent out a Wednesday Word with the Daily Readings. We are so grateful for the dedication and support we received from our retired clergy and Colin, John, and Maureen during this time.

On Sunday 19th July we reopened our church for a weekly Taizé style prayer and reflection service led by Colin and supported each week by Maureen. We were so grateful to be able to worship and breathe life back into our church again. To do this, we had to make our church COVID secure and

rigorous plans were in place to ensure we complied with all the regulations. Sue became a COVID regulations “mastermind”. These services continued into September until Wednesday 23rd September, when we welcomed Revd Veronica to our parish and her induction and collation service took place. From Sunday 27th September our regular pattern of worship resumed with a small socially distanced choir but still without any congregational singing.

During July Ann, Lorna and Sue met with all Hall and Library users and a phased reopening began. Due to regulations not all groups could restart, with even more risk assessments and cleaning regimes put in place to enable group to begin.

In October we held our APCM deferred from March in a warm heated church. Ann retired as Churchwarden and we thanked her for her tireless work for our church particularly her involvement with the heating project. Liz was duly elected as Churchwarden and we all tried to remember back to 2019.

Sadly, on Thursday 5th November we entered a second lockdown and church was only permitted to be open for individual private prayer. During this time, we were able to record services and post them on our Facebook page via our website. On Thursday 3rd December we were able to reopen church for services as some of the lockdown restrictions were lifted. Normal services recommenced and were held until we had to close church from Sunday 20th until Wednesday 30th December due to a positive COVID result, however, on Thursday 31st December we entered Tier 4 COVID restrictions and Church continued to be closed except for recording services.

Although we ended 2020 with church closed, we continue to share fellowship with one another although remotely and look forward to renewing our fellowship and worshipping in church together again in 2021.

Church Fabric Report

- The Heating Project, which started on February 10th, was due to finish on April 3rd, but this was delayed by Covid, it was finally completed in October.
- After the removal of plaster on north wall of north Transept, to identify a damp problem, the coving on the north Transept roof above Vicar’s Vestry was repointed, and one downpipe was extended as this area was believed to be the source of the damp. The north Transept wall and a small section of Vicar’s Vestry wall were replastered.
- All guttering checked & necessary repairs carried out.
- The resurfacing of the Church Drive, was completed, this work was paid for by a generous donation.
- New Graveyard path completely resurfaced for approximately 100 metres.
- The outside lights were causing a problem, going off at odd intervals. The electrician made some repairs but this matter is still being investigated.

Vandalism

- The shed/store in the churchyard was broken into and both doors had to be repaired.
- An attempt was made to break into the hall via a window. The glass, hinges and lock had to be replaced.

Churchyards Report

The Diocese has agreed to the proposed exchange of land to provide more usable land for burials

and the matter is now with solicitors to deal with the legal transfers.

Tony Parkinson

GDPR Report

Parish Resources have, during the last year, not issued any updates to their original advice. I have conducted the annual risk analysis review and have nothing to report. Michael Williams.

Health and Safety Report

During 2020 all the necessary annual checks took place

- Fire equipment
- Security lighting

Regular checks on the First Aid equipment took place

There were no reported Health and Safety incidents

Safeguarding Report

The PCC places a high priority on its responsibilities towards children and vulnerable adults.

'As members of the St Mark's Parish Community' 'we commit to the support, nurture, protection and safeguarding of all'. The safeguarding statement is on display in the church Foyer. The PCC has and will continue to comply with the duty to have due regard to the House of Bishop's Guidance on Safeguarding Children and Vulnerable Adults as set out under S5 of the Safeguarding and Clergy Discipline Measure 2016.

Both Church Wardens, and those responsible for activities that involve other people, have been checked by the Disclosure and Barring Service.

We had no reported Safeguarding incidents during 2020.

All policies and procedures are to be reviewed and updated as appropriate during 2021. To ensure that we understand Safeguarding procedures a Basic Awareness Course is planned for PCC during 2021. Mrs Susan Lyonette is the nominated Safeguarding Officer.

Any concerns should be address to the Safeguarding Officer or the Vicar Revd Veronica Brown.

St Mark's Church Highcliffe APCM/Vicar's Report 20/21

With my appointment as Vicar of Highcliffe in February 2020 and the first lockdown in March 2020, my formal appointment and installation was delayed until September! Then, within 4 weeks of arrival in the parish, the second wave of COVID began. With the second wave, came a tiered system of regulations followed by the second lockdown, which finished at the beginning of December. We were all so excited to be able to mix with loved ones in the run up to Christmas albeit in accordance with local Tier restrictions. But in that mixing, the number of infections, hospitalisations and sadly,

deaths rose at an alarming rate. The vulnerability of our parishioners led to the difficult decision to close St Mark's church on Christmas Eve and Christmas day 2020 to the end of the year.

Even so, in 2020, we carried out ministry in creative ways. I give thanks to God for your faithfulness to God's mission. Indeed, we have much to be thankful for: praying, studying, caring for the fabric of the church, effectively managing finances, and reaching out to each other via email, phone, and ZOOM. The charitable support group (leaders: Bob, Mike, Christine, Nigel, and Maureen plus all stitchers and supporters) has done amazing work providing support for Kinkiizi; Samaritan's Purse;(thanks to Sandra Channon), Pop-Up Trees project (raising £3k for the Foodbank!); plus, the new joint initiative with the Methodists of distributing Co-Op food donations to Foodbank. All of this helps us as a community to stay connected, to carryout church ministry and to keep God and the church in our minds and community.

Thanks to the heating upgrade of 2020, we have been blessed with a lovely warm church. I give thanks to God for the *whole* team responsible for the installation of this new heating system (leading the installation and managing finances - Ann, Sue, Francis, David and Liz.) Giving thanks also to all those who care for the fabric of the church on a day-to-day basis– notably churchwardens, vergers, the cleaners/dusters and brass polishers, bulb changers, and various maintenance support and churchyard volunteers.

In this COVID context, we have been busy building up our on-line ministry and presence to reach:

1. those members of the congregation, who are unable to get in to church.
2. those seekers, who might find us by visiting our Facebook page or website.

We provided weekly KIT email, various readings, reflections and prayer leaflets; pre-recorded video Holy Communion services uploaded for viewing Sunday by Sunday accessible through our website and email. We offered Breakfast @9 (in gardens and via ZOOM) every Sunday. We provided pre-recorded video Taizé services. We re-initiated the weekly Informal Prayer Group (IPG) also via ZOOM. We offered a video recording of funerals taken in the church for those unable to attend. I had the privilege of baptising the lovely Lucy in the church with her godparents and grandparents attending via ZOOM. It was wonderful! I thank God for all of those who supported this on-line ministry in some way: Colin, Maureen, Diana, Mike, plus Terry, Sue, Peter, Tony, Sandra, Hazel, Ann, Alison & choir, Arthur, Pamela, Chris, Michael W, Francis and many others. Once we are all back in the church, we look to upgrade our technology to enable Live streaming of our Sunday services both in the church and hall.

As with other charities, the COVID situation has had a dramatic impact on St Mark's church finances through the loss of income: hall lets, fees for occasional services, parish magazine profit, and planned giving and donations and then an increase in expenses. We will need to put the spotlight on these difficulties and pray to God for ways to overcome our financial concerns. Truthfully, if God's mission is at the heart of all we do, we can expect God to see us through. People will see the value of God's mission; a.k.a. 'love' and support it in various ways. In this way, 'money follows mission'.

My hope for the coming year is that we will be able to fully express our ministries and God's mission with each other and our communities in whatever way God sees best, in the name of our Lord Jesus and for the glory of God.

With love and prayers in Christ,

Veronica

Electoral roll

All are welcome to attend our regular services. As of 31st December 2020 there were 145 people on the Church Electoral Roll, 19 of whom were not resident in the parish. Since our last AGM, held in September 2020, four members have died and one has moved away.

Claire Rose

2020 Service Attendance

The average weekly attendance, counted during October, was 86, but this number increased at festivals.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We have celebrated 3 baptisms and 1 wedding and supported 25 funerals in our church this year.

Christchurch Deanery Synod

Three members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church. In September Susan Lyonette was elected as Deanery Synod Lay Chair.

Report from Christchurch Deanery Synod 2020

At the first Synod meeting of 2020 in February, the Reverend Phil Dykes, the Church Growth Missioner from the Diocesan School of Mission, talked about the role of the School in supporting churches by enabling people to fulfil their calling under God. In addition to pioneering in-house training for curates and Licensed Lay Ministers, the School offered the Bishop's Commission for Mission (BCM), a suite of training for lay people. This covered areas such as worship, pastoral care, evangelism, growing faith, children, youth and families, pioneering and prayer champions.

Sadly, the Covid19 pandemic and related restrictions seriously curtailed subsequent Synod activities during 2020, but thanks to enabling digital technology it became possible to hold meetings and stream services online. As a result, in May, the Deanery services on Ascension Day and Pentecost to mark the beginning and end of 'Thy Kingdom Come' were streamed from the AVC Facebook page. In June the appointment of Matthew Trick as Assistant Area Dean was announced.

The Saturday Synod in September was the first meeting to be held via Zoom. At the online session, the Rev'd Canon Mark Collinson, Canon Principal at the Diocesan School of Mission spoke about 'Church & Mission after Covid' and introduced 3 terms for the meeting to consider:

1. Ecclesial Polity: how we organize the Church and its life; governance, clergy and lay workers
2. Ecclesiology: theological nature of the Church, being the people, not the building
3. Missiology: the theology of mission; a mission that first and foremost belongs to God

By allowing God's mission to shape our expression of church means that Missiology should be at the heart of what we do as Church. Also at the meeting, author and poet Ann Lewin offered the Joyce Kupp poem 'Old maps no longer work' as an introduction to how we can find our way through the

current pandemic. The poem describes an inner struggle between past and future and talks about how, with the removal of so much that previously structured our life, we should now focus on the 'stars' within our souls like hope, trust and compassion to lead us forward.

The final meeting of 2020 and the first of the newly elected Synod was held via Zoom in December. Intended very much as a 'get-to-know-each-other' session, the meeting used Zoom to divide into 'break-out' groups and enable members of Synod to interact with one another. The meeting was also informed on the work of the Diocesan Resilience Working Group that was addressing a significant shortfall in Diocesan income. Old Alresford Place would be closed and announcements would follow in the New Year regarding restructuring and redundancies. Gary Philbrick gave an update on the Simplification Process taking place in the Avon Valley Churches Benefice, where there were currently 7 churches and 4 parishes. The aim was to remove duplication in matters like finance, safeguarding governance by reducing the number of PCCs to one strategically focussed PCC. At the individual church level there would be a Local Church Council that would address the '3 Cs – Congregation, Community and Church Building.

Throughout the year, the Deanery has continued its support for the Kinkiizi Diocese in Uganda. In the Spring, a Lent appeal to assist the Bwanja Primary School was very successful. This enabled £3000 to be donated towards the fitting of doors and glazed windows and also finishing walls and floors. Unfortunately, the world pandemic had a major impact on the Diocese and an emergency appeal in the Deanery raised close to £2500 to help pay for food and other essentials.

Accounts report for Annual Report 2020

Despite the loss of income in cash collection (some £k13) and particularly in the Hall revenues (resulting in a loss of £k7), we have achieved two major projects: The surface of Church Avenue and the path in the 'new' churchyard were re-laid (£k10), and the project for the refurbishment of the church heating (£k115) was finally completed. The former has been vital in maintaining access during wet weather. The latter will not only make the church more habitable in cold weather, it should also reduce our costs. We were unable to implement a more environmentally friendly heat source, but the costs of running the gas boiler will be substantially less than the cost of the electric under floor heating.

We were able to achieve this by generous grants, from the Friends of St Marks (£k69), from the All Churches Trust (£k3), the Garfield Weston Foundation (£k5) and from the Erskine Muton Trust (£k10). In addition our "Sponsor a Radiator" appeal also received substantial donations from our congregation (£k20), for which we are very grateful.

Other important sources of income include a VAT reclaim grant (£k21) from the Department of Media Culture and Sport, and a legacy (£k7) from a relative of a parishioner. The PCC encourages gifts in wills, and in discussion with the Executors and relatives, tries to use them for something for which the deceased would have approved.

Generosity was also seen in our continued support for the Kinkiisi project in Uganda (£k2) and this year in giving to the Christchurch Foodbank (£k3), supplemented by the efforts of some church members who made and sold facemasks in aid of the Foodbank.

Because of these exceptional cash inflows, the headline figures show an increase in funds of £k63. Of that, £k3 was due to the unrealised increase in the value of our endowment funds, and £k83 was held back in designated funds to cover some of the depreciation over five years of the heating project and the purchase of a dishwasher. So a more realistic figure shows a loss for the year of £k23.

We have continued to make the effort to pay in full our requested contribution to the Common Mission Fund for the Diocese and national church (k90). This request will continue to increase year by year.

We have also completed the repairs required in the last Quinquennial review, including a £k7 repair to our internal plaster work. The next review has been postponed due to Covid.

With depleted reserves, the outlook for 2021 looks increasingly challenging, as we try to find income to cover our costs in a difficult economic situation.

Francis Bray
Treasurer

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Mark's the membership of the PCC consists of the incumbent (our Vicar), churchwardens, the Licensed Lay Ministers, Licensed Lay Worker and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The full PCC met 4 times during the year with an average level of attendance of 80 %. In between PCC meetings, the PCC operates through the *Standing Committee*: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It consists of the Vicar, the Churchwardens and Treasurer.

Administrative information

St. Marks's Church is situated in Hinton Wood Avenue, Highcliffe. It is part of the Diocese of Winchester within the Church of England.

Our Parish Administrator, Lorna Prout, is usually in the office on Thursdays, but monitors emails and telephone messages from home at other times. Much of her work is linked to supporting the Vicar. Lorna also manages bookings for the Hall and Library. All correspondence should be posted to:

The Parish Administrator,

St. Mark's Church,
Hinton Wood Avenue,
Highcliffe,
Christchurch, BH23 5AA.

Or by email to: parishoffice@stmarkshighcliffe.org.uk

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

Registration as a Charity. The PCC is registered with the Charity Commission.

Membership of the PCC: 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 served as members of the PCC

Vicar	The Reverend Veronica Brown (from September 23 rd , 2020)	Chairman
Licensed Lay Ministers	Mr John Heighes (Emeritus from September 2020) Mr Colin Chatten	
Licensed Lay Worker	Miss Maureen Stringer	
Churchwardens (elected annually)	Mrs Susan Lyonette Mrs Ann Nash (until October 2020) Mrs Elizabeth Morton (from October 2020)	Vice-Chairman Deanery Synod (Lay Chair from September 2020) Safeguarding Officer Deanery Synod (from October 2020)
Representatives of the Deanery Synod (elected every 3 years for a 3-year period)	Mr Michael Goodman (until October 2020) Mr Francis Bray (from October 2020)	Treasurer
Elected Members (elected every 3 years)	Mr David Cannings	Health and Safety Officer
	Mrs Annette Cheeseman	Secretary
	Mrs Diana Faunce	
	Dr Bob Gilbertson	
	Mrs Susan Goodman	
	Mrs Mary Matthews (until April 2019)	
	Mrs Elizabeth Morton (until October 2020)	
	Mrs Ann Nash	
	Mr Paul Oastler	
	Mrs Jaqueline Peterson	
	Mr Mark Hadfield	Legacy Officer

	Mr Michael Williamson	Data Protection Officer
	Miss Sandra Channon	

Trustees' Duties: The Trustees have complied with the duty imposed by section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission in respect of public benefit.

Approved by the Parochial Church Council on 15th March 2021 and signed on its behalf by

The Chairperson