

**DIOCESE OF SHEFFIELD**

**PARISH OF ST MARK'S BROOMHILL AND BROOMHALL**

**PERSON SPECIFICATION**

<b>CRITERIA</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Qualifications/Training	<ul style="list-style-type: none"> <li>• Ordained Priest in the Anglican Communion. First degree from a recognised University.</li> </ul>	<ul style="list-style-type: none"> <li>• Degree in biblical studies, theology or similar.</li> </ul>
Spirituality and Prayer Life	<ul style="list-style-type: none"> <li>• A person of prayer and spiritual maturity with a lively, reflective, inquiring faith.</li> </ul>	
Knowledge	<ul style="list-style-type: none"> <li>• A critical understanding of the bible and the contexts that influenced the format of the canons of scripture.</li> <li>• Wide ranging knowledge of (written) theological and spiritual resources;</li> <li>• Awareness of contemporary social and environmental issues.</li> </ul>	
Experience	<ul style="list-style-type: none"> <li>• Preaching in the liberal critical tradition;</li> <li>• Leading and facilitating prayer and study groups;</li> <li>• Collaborating with others (including clergy, lay readers and members of the congregation) in all aspects of church life and worship;</li> <li>• Sustaining links with other churches, the Diocese and people of other faiths.</li> </ul>	<ul style="list-style-type: none"> <li>• Working with a large, diverse congregation;</li> <li>• Developing links with community groups within the parish;</li> <li>• Development of provision for children and young people;</li> <li>• Managing resources</li> </ul>
Skills and Abilities	<ul style="list-style-type: none"> <li>• Can provide leadership to a large congregation and, in collaboration with others, is able to play an instrumental role in developing a strategic vision for the church.</li> <li>• Is able to challenge and nourish the congregation through theological reflection and the creation of liturgy which is both biblically-rooted and</li> </ul>	

	<p>related to the contemporary world;</p> <ul style="list-style-type: none"> <li>• Is a good listener and communicator, able to engage with people of all ages and backgrounds;</li> <li>• Has pastoral gifts to engage with and support individuals in the congregation and the community at significant points in their lives;</li> <li>• Has well-developed people skills, fostering teamwork within the staff team and congregation and enabling individuals to utilise their gifts in serving church or community</li> </ul>	
Personal Attributes	<ul style="list-style-type: none"> <li>• Has the energy, resilience and intellectual ability to give spiritual leadership and encouragement to a large, diverse and highly articulate congregation.</li> <li>• A commitment to social action.</li> <li>• A delight in humanity in its glorious variety.</li> <li>• Is open, approachable and enthusiastic, with a sense of humour.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to think creatively.</li> </ul>

# Diocese of Sheffield

## Role Description

### 1. Details of Post

Role Title:	Vicar
Name of Benefice:	Sheffield St Mark Broomhill and Broomhall
Deanery:	Hallam
Archdeaconry:	Sheffield and Rotherham

### 2. Role Purpose

- a. To exercise the cure of souls in this parish in collaboration with the bishop;
- b. To grow Christ-like, lively and diverse Christian communities in this place which are effective in making disciples and in seeking to transform our society and God's world;
- c. To represent the Church of England in society;
- d. To support, encourage and resource colleagues in the deanery and diocese as together we seek to realise our diocesan vision.

### 3. General responsibilities

- a. To fulfil the responsibilities of clergy as described in the Canons, the Ordinal, the Code of Professional Conduct for the Clergy and other relevant legislation;
- b. To watch over yourself;
- c. To ensure that a high standard of worship, preaching and pastoral care is offered;
- d. To develop the ministry of the laity such that all are using their gifts for the common good and to develop a ministry team;
- e. To offer the gospel in a lively and engaging way to those who are outside the church;
- f. To offer a way for people to explore the Christian gospel for the first time leading to baptism and confirmation;
- g. To offer clear pathways for young Christians to grow to maturity as Christian disciples;
- h. to lead the church in responding to human need by loving service;
- i. To participate in diocesan, national and international initiatives to transform unjust structures of society;
- j. To seek at all times to safeguard the integrity of creation and sustain and renew the life of the earth;

- k. To encourage Christian stewardship of people's time, money and abilities;
- l. To collaborate with churchwardens to ensure the church building(s) serve the church's wider mission in the community;
- m. To seek ecumenical cooperation wherever possible;
- n. To collaborate with the deanery, in mission and ministry and cooperate in the implementation of the deanery plan.

#### **4. Specific Responsibilities**

- a. Provide leadership to a large, diverse and highly articulate congregation; in collaboration with others set out a strategic vision for the church.
- b. Developing a more active role for St Mark's Church as a distinctive liberal critical voice in the diocese and beyond; participating as an ex officio member of the committee of St Mark's Centre for Radical Christianity. Preaching sermons in church, facilitating and leading study groups.
- c. St Mark's seeks to be an inclusive, eucharistically inspired, community offering engaging, profound and spiritually inspiring worship which is accessible to people of all ages and outlooks. We seek someone who will contribute to prayer and worship by working with others, including fellow clergy, laity and musicians, to devise and provide appropriate liturgies for a liberal critical church.
- d. Pastoral care. St Mark's seeks to be a spiritual oasis: a fertile place resourcing congregation, parish and beyond, where all are welcomed and encouraged to find refreshment and replenishment. The Vicar would contribute to the realisation of this vision through sharing in the care of those who attend St Mark's as well as those who live locally or further afield.
- e. Growing our work with children and young people, students and young adults: identifying ways of increasing numbers, working together with the teams of leaders to develop further provision for these groups, creating a vision for all ages to grow in faith.
- f. Increasing outreach in the parish: expanding our close relationships with other Christian churches and with the mosque; working with people of other faiths and no faith; participating in community forums and the Broomhill Festival Committee; maintaining our relationships with major institutions in the parish including universities and hospitals.
- g. Enhancing the work of the church as it campaigns on issues of social justice and seeks to overcome structures and attitudes in society that marginalise many on the grounds of poverty, race, gender or sexual orientation. Contributing to debates at Deanery and Diocesan level.

#### **5. Key Colleagues within the church (local, deanery, diocese and ecumenical)**

##### *Church*

- Associate Vicar

- Assistant Priest
- Lay Reader
- Night Service Chaplain
- Children's Outreach Worker
- Other ordained clergy
- Churchwardens
- PCC Treasurer
- PCC Secretary
- Director of Music
- Church Administrator

*Ecumenical*

- Moderator of Churches Together in Broomhill and Broomhall

*Diocese*

- Bishop of Sheffield
- Bishop of Doncaster
- Archdeacon of Sheffield and Rotherham
- Rev. Stephen Hunter representing the Church Burgesses (Patrons of the Living)
- Mr Godfrey Smallman, Law Clerk to the Church Burgesses

*Deanery*

- Area Dean of Hallam
- Lay Chair of Deanery Synod

# Sheffield St. Mark Broomhill

(Registered charity number 1128758)

## **Financial Statements of the Parochial Church Council of The Ecclesiastical Parish of St Mark's, Broomhill, Sheffield**

for the year ended 31 December 2014



**Incumbent (to 30 October 2014):**

The Revd Dr Ian Wallis

**Joint Chairs of the Parochial Church Council (from 1 November 2014)**

Mr Michael Hunt and Mrs Sarah Moore (Church Wardens)

**Honorary Treasurer:**

Mr David Ryder FCA

**Bank:**

HSBC Bank plc  
Broomhill

**Independent Examiner:**

Julie Holderness  
Roddis Taylor Robinson  
Chartered Accountants

# Sheffield St Mark Broomhill, - Annual Financial Report of the Parochial Church Council for the year ended 31 December 2014

## Administrative information

St Mark's Church is situated in Broomhill, Sheffield, next to the Royal Hallamshire Hospital. It is part of the Diocese of Sheffield within the Church of England. The correspondence address is the Vicarage, 4 St Mark's Crescent, Sheffield S10 2SG.

St Mark's Parochial Church Council ("PCC") is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a Registered Charity (no. 1128758). Members of the PCC are either ex officio, elected by the Annual Parochial Church Meeting ("APCM") or co-opted. The last APCM was on 9 April 2014 ("APCM 14"). PCC members who have served at any time from 1 January 2014 until the date of this report (those currently serving highlighted in bold) are:

<i>Incumbent:</i>	Revd Dr Ian Wallis	Chair to 30.10.14 (leaving date)
<i>Assoc. Vicar</i>	<b>Revd Sue Hammersley</b>	
<i>Assist. Priest</i>	<b>Revd Shan Rush</b>	
<i>Wardens:</i>	<b>Mr Mike Hunt</b>	Joint Chair 1.11.14 (from APCM 14)
	<b>Mrs Sarah Moore</b>	Joint Chair 1.11.14 (to APCM 14)
	Mr Gary Grief	
<i>Representatives on the Deanery Synod:</i>	<b>Ms Anne Padget</b>	
	<b>Miss Catherine Osgerby</b>	(from APCM 14)
	Mrs Jennifer Hurrell	(to APCM 14)
<i>Elected members:</i>	<b>Dr Philip Booth</b>	
	Mrs Deni Ennals	(to APCM 14)
	<b>Mr Geoff Fisher</b>	
	<b>Mrs Helen Gregory</b>	Secretary to 9.7.14
	<b>Mr Rick Hughes</b>	
	<b>Mrs Jane Keeling</b>	(from APCM 14)
	<b>Ms Rosie Moffatt</b>	
	<b>Mrs Jane Padget</b>	Secretary 9.7.14
	<b>Mr David Ryder</b>	Treasurer
	<b>Mr Peter Ryder</b>	
	<b>Prof. Charles Stirling</b>	
	<b>Mrs Briony Tayler</b>	
	<b>Ms Alison Tolson</b>	(from APCM 14)
	Mrs Catherine Trickett	(to APCM 14)
	Mr David Trickett	(to APCM 14)
	<b>Mrs Janis Webster</b>	(from APCM 14)
	<b>Mr Jonathan Williamson</b>	(from APCM 14)
	<b>Dr Kimberly Willis</b>	(from APCM 14)
<i>Co-opted</i>	<b>Revd Robert Beard</b>	(from 31.5.14)
	<b>Mr Christopher Nyabezi</b>	(from 31.5.14)
<i>Observers:</i>	Mr James Dickson	St Andrews URC (retired 10.9.14)
	Mr Donald Smith (RIP)	The Beacon at (to APCM 14) Broomhill MC

## Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

## Objectives and activities

The PCC has the responsibility of cooperating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including how the funds of the PCC are to be spent. The PCC also operates through a number of committees which meet between full meetings of the PCC. These are: *Standing* (with the power to transact the business of the PCC between its meetings, subject to any directions given by the PCC), *Finance and Fabric*, *Faith and Justice*, *International*, *Home Donations*, *Communications*, *Children's and Social*.

## Achievements and performance

### Church Attendance

At 9 April 2014 there were 191 parishioners on the Church Electoral Roll including 147 not resident within the parish. Details of changes in the Roll during 2013/14 will be notified at the APCM on 29 April 2015. The average Sunday attendance during 2014 was 168, but this number increased at festivals.

### Review of the year

The report on the activity of the PCC during the year together with reports from the clergy, wardens, the above mentioned PCC committees and other groups within the Church are given in the Annual Report for the year, published separately to this Annual Financial Report.

### Financial Review (from the 2014 Financial Statements)

Total income for 2014 on the General Fund was £227,097 (2013 £225,268), a net increase of 1%. Total expenditure was £211,545 (2013 £222,391), a net decrease of 5% that has mitigated the lower than expected income levels achieved. Unfortunately, in common with the experience of recent years, the overall level of pledged given income did not reflect the increase hoped for in the budget for 2014. In addition, sundry donations and Room Hire income was lower than 2013 levels. However, to offset the loss of income, various cost savings were achieved in 2014 as noted below. Also, 2014 income was bolstered by the receipt of a generous legacy of £7,119 from the estate of the late Pamela Mann.

Expenditure in 2014 included International and Home donations £19,480 (2013 £19,262), Mission and outreach £6,956 (2013 £8,838) (*salary and other cost savings*), Diocesan Parish Share £84,575 (2013 £82,917), Associate Vicar's stipend, pension and housing costs and Clergy expenses £39,999 (2013 £40,958), Church running and maintenance costs £28,077 (2013 £34,864) (*Electricity/Gas usage savings and lower repair costs in 2014*), Worship and music costs £10,814 (2013 £12,223) (*reduced sanctuary expenses in 2014 and no Organist from 1.10.14*), Administration and sundry costs £21,644 (2013 £23,329) (2013 *sundry costs included 50<sup>th</sup> Anniversary celebration net costs and A History of St Mark's book publication costs*). From the net income for the year, transfers of £1,000 to the Social Fund, £2,405 to replenish Fabric Reserves and the £7,119 legacy to General Reserves have been made. After transfers, a surplus of £5,028 is added to the balance brought forward on the General Fund from 2013 of £8,774 with £13,802 carried forward to 2015.

Movements in the Designated, Restricted and Endowment funds are detailed in the annual Financial Statements for the year. The principal movement relates to the Restoration and Refurbishment of the Church Organ. The Appeal Fund reached £107,700 by Easter 2014 (including a loan of £50,000 from the Church Hall Charity Investment) and work commenced in July 2014. By 31 December 2014 payments of £82,658 had been made. Further costs of up to £32,000 are likely payable in 2015 to complete the project (making the total cost £114,658). These will be covered from the Appeal Fund deposit balance of £24,839 at 31 December 2014 with the remainder from £16,743 received from the Listed Places of Worship Grant Scheme in March 2015 (a grant to recover the VAT element of the costs). The balance of the grant will be utilised towards repaying the Investment loan.

Endowment Fund investments achieved a more favourable capital gain of £5,847 in 2014 compared to £464 in 2013.

### Reserves Policy

Unrestricted cash and reserves at 31 December 2014 totalled £80,212 (2013 £72,474) (Bank current account, General and Fabric deposit accounts). The PCC has no formal policy to maintain a particular size of balance in unrestricted reserves. However, generally, sufficient cash reserves to cover at least two month's unrestricted payments are maintained. It is the PCC's policy to invest deposit fund balances with the CCLA Church of England Deposit Fund and the Sheffield Credit Union.

# Sheffield St. Mark Broomhill

## Statement of Financial Activities For the year ended 31 December 2014

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General £	Designated £	£	£	2014 £	2013 £
<b>Incoming Resources</b>							
Incoming resources from donors	2(a)	202,464	-	-	-	<b>202,464</b>	205,036
Other voluntary incoming resources	2(b)	7,330	-	48,971	-	<b>56,301</b>	15,915
Income from charitable and ancillary trading	2(c)	16,336	-	-	-	<b>16,336</b>	19,086
Income from investments	2(d)	967	209	1,470	1,677	<b>4,323</b>	6,444
<b>Total Incoming Resources</b>		<u>227,097</u>	<u>209</u>	<u>50,441</u>	<u>1,677</u>	<u><b>279,424</b></u>	<u>246,481</u>
<b>Resources Expended</b>							
Grants	3(a)	19,480	-	3,307	-	<b>22,787</b>	23,483
Activities directly relating to the work of the church	3(b)	170,421	15,795	5,152	-	<b>191,368</b>	198,579
Fund-raising and publicity	3(c)	-	-	-	-	-	-
Church management and administration	3(d)	21,644	-	-	-	<b>21,644</b>	23,559
<b>Total Resources Expended</b>		<u>211,545</u>	<u>15,795</u>	<u>8,459</u>	<u>-</u>	<u><b>235,799</b></u>	<u>245,621</u>
Net Incoming/(Outgoing) Resources Before Transfers		15,552	(15,586)	41,982	1,677	<b>43,625</b>	860
<b>Transfers Between Funds</b>							
Friends of St Mark's Deposit		(405)	-	405	-	-	-
Social Fund		(1,000)	-	1,000	-	-	-
Investment Realisation to Organ Fund		-	-	50,000	(50,000)	-	-
Fabric Reserves		(2,000)	2,000	-	-	-	-
General Reserve		(7,119)	7,119	-	-	-	-
		<u>5,028</u>	<u>(6,467)</u>	<u>93,387</u>	<u>(48,323)</u>	<u><b>43,625</b></u>	<u>860</u>
<b>Gains and Losses on Investments</b>		-	-	-	5,847	<b>5,847</b>	464
<b>Net Movement in Funds</b>		<u>5,028</u>	<u>(6,467)</u>	<u>93,387</u>	<u>(42,476)</u>	<u><b>49,472</b></u>	<u>1,324</u>
Balances Brought Forward at 1 January 2014 (2013)		8,774	222,442	69,895	132,267	<b>433,378</b>	432,054
<b>Balances Carried Forward at 31 December 2014 (2013)</b>		<u><u>13,802</u></u>	<u><u>215,975</u></u>	<u><u>163,282</u></u>	<u><u>89,791</u></u>	<u><u><b>482,850</b></u></u>	<u><u>433,378</u></u>

# Sheffield St. Mark Broomhill

## Balance Sheet at 31 December 2014

	Note	2014		2013	
		£	£	£	£
<b>Fixed Assets</b>					
<i>Tangible Fixed Assets</i>					
Building and organ improvements	7(a)	271,080		201,842	
Major redecoration		-		-	
Fixtures, fittings & equipment		1,581		3,342	
		<u>          </u>	272,661	<u>          </u>	205,184
<i>Investments</i>					
Parochial Church Council property	7(b)	24,316		23,086	
Trust funds administered by the PCC		65,475		109,181	
		<u>          </u>	89,791	<u>          </u>	132,267
<b>Current Assets</b>					
<i>Monetary Assets and Debtors</i>					
Cash at bank and in hand	7(c)	36,112		31,535	
Deposit accounts		105,174		81,661	
Debtors and prepayments		15,287		10,665	
		<u>          </u>		<u>          </u>	
		156,573		123,861	
<b>Liabilities: Amounts falling due within one year</b>					
Accruals and deferred income	7(d)	(36,175)		(27,934)	
		<u>          </u>		<u>          </u>	
<b>Net Current Assets</b>			120,398		95,927
<b>Net Assets</b>			<u>          </u>		<u>          </u>
			<u>482,850</u>		<u>433,378</u>
<i>Represented by:</i>					
<b>Funds</b>					
	7				
Unrestricted			229,777		231,216
Restricted			163,282		69,895
Endowment			89,791		132,267
			<u>          </u>		<u>          </u>
			<u>482,850</u>		<u>433,378</u>

Approved by the Parochial Church Council on 26 April 2015 and signed on its behalf by:

Mr Michael Hunt (Church Warden)

Mrs Sarah Moore (Church Warden)

Mr David Ryder (Honorary Treasurer)

The notes on pages 3 to 14 form part of these accounts

# Sheffield St. Mark Broomhill

## Notes to the financial statements

### For the year ended 31 December 2014

#### 1 Accounting Policies

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005).

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value.

##### Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

The purposes of any restricted and endowment funds are noted in the accounts at note 8 on page 13.

The accounts include transactions, assets and liabilities for which the PCC can be held responsible.

##### Incoming Resources

###### *Voluntary income and capital sources*

Collections are recognised when made.

Amounts receivable under Gift Aid are recognised only when honoured by the giver.

Income tax recoverable on Gift Aid donations is recognised only when claimable.

Grants and bequests to the PCC are accounted for when the amount is payable.

Income from fund raising events is accounted for gross.

The sale of books and magazines from the church bookstall are accounted for gross.

###### *Other ordinary income*

Income from the hire of the church premises is accounted for on an event by event basis after deduction of caretaking services.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis.

###### *Income from investments*

Dividends and interest are accounted for when due.

###### *Investment gains and losses*

Unrealised gains or losses are accounted for on the revaluation of investments at 31 December.

##### Application of Resources

###### *Grants*

Grants and donations are accounted for when payable.

###### *Activities directly relating to the work of the church*

The Parish Share and Associate Vicar contributions to the Diocese are accounted for when payable.

##### Fixed assets

###### *Consecrated land and buildings and moveable church furnishings*

Consecrated and beneficed property (the church buildings and grounds) is excluded from the accounts by the Charities Act 2011.

The building and organ improvements and moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. For inalienable property acquired prior to 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2001 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (either over 25 or 10 years) on a straight-line basis.

All expenditure incurred in the year on consecrated buildings or beneficed building (excluding building and organ improvements, asbestos stabilisation and redecoration), individual items under £500 (discretionary limit) or on the repair of moveable church furnishings is written-off.

###### *Other fixtures, fittings and office equipment*

Items used within the church premises are depreciated on a straight-line basis over four years. Individual items of equipment with a purchase value of £500 (discretionary limit) or less or repairs are written off in the period in the year.

Equipment rentals are paid and charged as they are incurred.

###### *Investments*

Investments are valued at market value at 31 December.

##### Net current assets

Amounts owing to the PCC at 31 December in respect of fees, rents and room hire or other income are shown as debtors if the individual debts are greater than £500 or otherwise on a discretionary basis if required.

Costs and expenses payable by the PCC at 31 December are accrued if the individual amounts are greater than £500 or otherwise on a discretionary basis if required.

Stocks of books and consumables are written off in the year acquired if their remaining cost or net realisable value is less than £500.

Deposit accounts include cash held on deposit with the Central Board of Finance of the Church of England, the Sheffield Credit Union or at the Bank.

# Sheffield St. Mark Broomhill

## Notes to the financial statements For the year ended 31 December 2014

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General £	Designated £	£	£	2014 £	2013 £
<b>2 Incoming Resources</b>							
<i>2(a) Incoming resources from donors</i>							
Planned giving:							
Gift Aid donations		137,836	-	-	-	<b>137,836</b>	142,256
Income tax recovered	4(a)	35,699	-	-	-	<b>35,699</b>	35,926
Other planned giving		8,257	-	-	-	<b>8,257</b>	5,524
Collections (open plate) at all services		8,393	-	-	-	<b>8,393</b>	8,699
Car park (donations by users)/Alms		9,957	-	-	-	<b>9,957</b>	9,556
Sundry donations		2,322	-	-	-	<b>2,322</b>	3,075
		<u>202,464</u>	<u>-</u>	<u>-</u>	<u>-</u>	<b><u>202,464</u></b>	<u>205,036</u>
<i>2(b) Other voluntary incoming resources</i>							
Grants	4(b)	-	-	350	-	<b>350</b>	662
Donations, appeals, etc	4(c)	191	-	42,732	-	<b>42,923</b>	13,470
Income tax recovered	4(d)	-	-	5,889	-	<b>5,889</b>	-
Legacies and bequests	4(e)	7,119	-	-	-	<b>7,119</b>	1,734
Fund raising events and activities		20	-	-	-	<b>20</b>	49
		<u>7,330</u>	<u>-</u>	<u>48,971</u>	<u>-</u>	<b><u>56,301</u></b>	<u>15,915</u>
<i>2(c) Income from charitable and ancillary trading</i>							
Magazines and sundry publications		706	-	-	-	<b>706</b>	699
Bookstall		700	-	-	-	<b>700</b>	466
A History of St Mark's	5(k)	184	-	-	-	<b>184</b>	2,105
Church and room hire		8,953	-	-	-	<b>8,953</b>	11,232
PV (solar) Panel - Feed in Tariff income	5(e)	3,694	-	-	-	<b>3,694</b>	3,567
Fees		2,099	-	-	-	<b>2,099</b>	1,017
		<u>16,336</u>	<u>-</u>	<u>-</u>	<u>-</u>	<b><u>16,336</u></b>	<u>19,086</u>
<i>2(d) Income from investments</i>							
Dividends		941	47	1,335	1,677	<b>4,000</b>	6,141
Interest		26	162	135	-	<b>323</b>	303
		<u>967</u>	<u>209</u>	<u>1,470</u>	<u>1,677</u>	<b><u>4,323</u></b>	<u>6,444</u>
<b>Total Incoming Resources</b>		<u>227,097</u>	<u>209</u>	<u>50,441</u>	<u>1,677</u>	<b><u>279,424</u></b>	<u>246,481</u>

# Sheffield St. Mark Broomhill

## Notes to the financial statements For the year ended 31 December 2014

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General £	Designated £	£	£	2014 £	2013 £
<b>3 Resources Expended</b>							
<i>3(a) Grants (missionary and charitable giving)</i>							
International donations	5(a)	12,764	-	2,121	-	<b>14,885</b>	16,062
Home donations	5(b)	6,716	-	1,186	-	<b>7,902</b>	7,421
		<u>19,480</u>	<u>-</u>	<u>3,307</u>	<u>-</u>	<u><b>22,787</b></u>	<u>23,483</u>
<i>3(b) Activities directly relating to the work of the Church</i>							
Ministry:							
Diocesan Parish Share/Common Fund		84,575	-	-	-	<b>84,575</b>	82,917
Vicar's expenses	5(c)	2,724	-	-	-	<b>2,724</b>	3,004
Associate Vicar's:							
- stipend, pension, NIC & council tax		30,240	-	-	-	<b>30,240</b>	30,240
- house rent		5,182	-	-	-	<b>5,182</b>	5,182
- expenses	5(d)	1,647	-	-	-	<b>1,647</b>	1,615
Assistant Priest's expenses		128	-	-	-	<b>128</b>	631
Visiting clergy and speakers		78	-	-	-	<b>78</b>	286
Vicar's discretionary fund		400	-	-	-	<b>400</b>	400
Church - running expenses	5(e)	21,905	-	-	-	<b>21,905</b>	23,508
Church maintenance	5(f)	6,158	2,460	250	-	<b>8,868</b>	8,550
Upkeep of services	5(g)	10,413	-	-	-	<b>10,413</b>	11,866
Expenditure on bookstall		401	-	-	-	<b>401</b>	357
Library books		151	-	-	-	<b>151</b>	307
Lay and pastoral work	5(h)	383	-	1,158	-	<b>1,541</b>	1,452
Lay training and visits		-	-	-	-	<b>-</b>	530
Children and youth work	5(i)	277	500	-	-	<b>777</b>	626
Student and young adult work	5(j)	2,745	-	-	-	<b>2,745</b>	3,304
Special expenditure	5(k)	3,000	-	-	-	<b>3,000</b>	6,288
Depreciation	7(a)	14	12,835	3,744	-	<b>16,593</b>	17,516
		<u>170,421</u>	<u>15,795</u>	<u>5,152</u>	<u>-</u>	<u><b>191,368</b></u>	<u>198,579</u>
<i>3(c) Fund raising and publicity</i>							
Cost of fund raising events		-	-	-	-	<b>-</b>	-
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>-</b></u>	<u>-</u>
<i>3(d) Church administration and sundry expenses</i>							
Administrator services		12,484	-	-	-	<b>12,484</b>	13,238
Printing, postage, stationery & telephone		6,641	-	-	-	<b>6,641</b>	6,550
Sundry expenses	5(l)	2,519	-	-	-	<b>2,519</b>	3,771
		<u>21,644</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>21,644</b></u>	<u>23,559</u>
<b>Total Resources Expended</b>		<u><u>211,545</u></u>	<u><u>15,795</u></u>	<u><u>8,459</u></u>	<u><u>-</u></u>	<u><u><b>235,799</b></u></u>	<u><u>245,621</u></u>

# Sheffield St. Mark Broomhill

## Notes to the financial statements

For the year ended 31 December 2014

	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
	General	Designated			2014	2013
	£	£	£	£	£	£
<b>4 Analysis of Incoming Resources</b>						
<i>4(a) Income tax recovered</i>						
On Gift Aided general donations	35,699	-	-	-	<b>35,699</b>	35,926
<i>4(b) Grants</i>						
Sheffield City Council Ward Pot Small Grant	-	-	250	-	<b>250</b>	-
Waitrose re Christmas Lunches	-	-	100	-	<b>100</b>	162
Sheffield Church Burgesses	-	-	-	-	-	500
	<u>-</u>	<u>-</u>	<u>350</u>	<u>-</u>	<u><b>350</b></u>	<u>662</u>

The Sheffield Council grant is to assist with the costs of establishing a wild garden and orchard on part of St Mark's Green.

A grant of £750 was received in 2013 from Waitrose towards the costs of hosting the 2013 Christmas Lunch. £162 of this grant was utilised in 2013 (see note 5(h)) and further £100 in 2014 to assist with the Christmas Lunch at Burngreave. The unused balance of £488 has been carried forward to 2015 (as part of Grants Received in Advance shown in note 7(d)).

The Sheffield Church Burgesses grant was received in 2012 towards funding the publication costs of A History of St Mark's book to celebrate the 50th anniversary of the rededication of the rebuilt Church. The grant income was recognised in 2013 in order to set off against the publication costs (see note 5(k)).

<i>4(c) Donations, appeals etc</i>						
Special collections	32	-	3,307	-	<b>3,339</b>	4,221
Organ Restoration Appeal Fund	59	-	39,325	-	<b>39,384</b>	9,168
Social Fund donation	-	-	100	-	<b>100</b>	-
Choir fees	100	-	-	-	<b>100</b>	-
Women Bishops Banner donations	-	-	-	-	-	81
	<u>191</u>	<u>-</u>	<u>42,732</u>	<u>-</u>	<u><b>42,923</b></u>	<u>13,470</u>

Special collections relate to specific collections for Home and International causes (see notes 5(a) and 5(b)).

The Organ Restoration Appeal Fund was launched on 22 September 2013. See note 9 on page 14 for further details.

Choir fees are from officiating at weddings and funerals. There were no such fees in 2013.

<i>4(d) Income tax recovered</i>						
On Gift Aided donations to Organ Appeal	-	-	5,889	-	<b>5,889</b>	-
<i>4(e) Legacies and bequests</i>						
From the late Pamela Mann	7,119	-	-	-	<b>7,119</b>	-
From the late William Ryder	-	-	-	-	-	1,734
	<u>7,119</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>7,119</b></u>	<u>1,734</u>

The bequest from the late Pamela Mann was unconditional and has been placed in the Designated General Reserve deposit account. However the PCC has agreed that £500 from the bequest be set aside for the purchase of Godly Play equipment in her memory. A provision for this amount has been set up (see notes 5(i) - Children & Youth Work and 7(d) - Grants received in advance) and carried forward to 2015.

The bequest from the late William Ryder was for the Organ Restoration Appeal Fund.

# Sheffield St. Mark Broomhill

## Notes to the financial statements

For the year ended 31 December 2014

	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
	General £	Designated £	£	£	2014 £	2013 £
<b>5 Analysis of Resources Expended</b>						
<i>5(a) International donations (General &amp; Special)</i>						
Christian Aid - General	3,192	-	-	-	<b>3,192</b>	3,150
Us (formerly USPG)	1,276	-	-	-	<b>1,276</b>	1,260
Hope for the Future - The Climate challenge	894	-	-	-	<b>894</b>	1,260
Amnesty International	638	-	-	-	<b>638</b>	630
Bogota Street Children Appeal (SuCCol)	638	-	-	-	<b>638</b>	630
Feed the Minds - Unlocking Potential	638	-	-	-	<b>638</b>	-
Mary's Meals (Iona House in Romania)	638	-	-	-	<b>638</b>	630
Northern Refugee Centre	638	-	-	-	<b>638</b>	630
PHASE Worldwide	638	-	-	-	<b>638</b>	882
South Yorkshire Development Education Centre	638	-	-	-	<b>638</b>	630
Bethany Leprosy Colony	383	-	-	-	<b>383</b>	630
Goodwill Children's Villages, India	383	-	-	-	<b>383</b>	378
Hope for Kids (New Horizons Centre in Lebanon)	383	-	-	-	<b>383</b>	-
Jacob's Well Appeal	383	-	-	-	<b>383</b>	-
Literacy for Life (care of Rosie Hunt)	383	-	-	-	<b>383</b>	630
Practical Action (Intermediate Technology Group)	383	-	-	-	<b>383</b>	-
World Development Movement (Sheffield)	383	-	-	-	<b>383</b>	378
World Development Movement (National)	255	-	-	-	<b>255</b>	252
Sakhelwe Trust	-	-	-	-	<b>-</b>	630
<i>Allocated total</i>	<u>12,764</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>12,764</u>	<u>12,600</u>
Medecins Sans Frontieres Ebola Appeal	-	-	818	-	<b>818</b>	-
Christian Aid - Ascension, Harvest & Christmas	-	-	481	-	<b>481</b>	866
Al Ahli Hospital in Gaza	-	-	379	-	<b>379</b>	-
Christian Aid - Iraq Emergency Appeal	-	-	240	-	<b>240</b>	-
DEC Gaza Appeal	-	-	153	-	<b>153</b>	-
Twin (Lent cake stall proceeds)	-	-	50	-	<b>50</b>	-
DEC Philippines Typhoon Appeal	-	-	-	-	<b>-</b>	1,401
Christian Aid - Syria Emergency Appeal	-	-	-	-	<b>-</b>	646
DEC Syrian Crisis Appeal	-	-	-	-	<b>-</b>	410
Us (formerly USPG) - Lent Appeal	-	-	-	-	<b>-</b>	85
Cake stall to support Peter Wood's VSO work in Guyana	-	-	-	-	<b>-</b>	54
	<u>12,764</u>	<u>-</u>	<u>2,121</u>	<u>-</u>	<u>14,885</u>	<u>16,062</u>

The Restricted Fund donations £2,121 (2013 £3,462) are from the proceeds of special collections (see note 4(c)).

Donations of £12,764 (2013 £12,600) from the General Fund have been allocated on recommendation of the International Committee. These donations are made in accordance with a policy and objectives of the PCC whereby a proportion of the General Fund given income is given away to international mission and relief causes.

# Sheffield St. Mark Broomhill

## Notes to the financial statements

For the year ended 31 December 2014

	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
	General £	Designated £	£	£	2014 £	2013 £
<b>5 Analysis of Resources Expended (continued)</b>						
<i>5(b) Home donations (General &amp; Special)</i>						
S2 Foodbank	2,000	-	-	-	<b>2,000</b>	-
Assist	550	-	-	-	<b>550</b>	550
Broomhall Groups support grant (to be allocated)	450	-	-	-	<b>450</b>	500
St Mark's Soup Run Project (see note 5(h))	447	-	-	-	<b>447</b>	425
The Children's Society	400	-	-	-	<b>400</b>	400
Emergency Night Shelter (Stopgap)	400	-	-	-	<b>400</b>	400
South Yorkshire Workplace Chaplaincy	350	-	-	-	<b>350</b>	350
Church Action on Poverty National	250	-	-	-	<b>250</b>	250
Family Action	250	-	-	-	<b>250</b>	250
Sheffield Churches Council for Community Care	250	-	-	-	<b>250</b>	250
South Yorkshire Migration and Asylum Group	250	-	-	-	<b>250</b>	250
The Church Urban Fund	250	-	-	-	<b>250</b>	250
St Wilfred's Residential Project Sheffield	200	-	-	-	<b>200</b>	250
Transport 17	200	-	-	-	<b>200</b>	200
City of Sanctuary	50	-	-	-	<b>50</b>	50
SAVE (Sheff Agencies for Vulnerable & Excluded)	50	-	-	-	<b>50</b>	50
Church Action on Poverty Sheffield	25	-	-	-	<b>25</b>	25
Hope for the Future - The Climate challenge	-	-	-	-	-	500
Scoop Aid	-	-	-	-	-	250
Sick Children's Trust - Treetop House	-	-	-	-	-	250
South Yorkshire Refugee Law and Justice	-	-	-	-	-	250
Parkinsons Disease Society - Sheffield Branch	-	-	-	-	-	200
Sharrow Advice Centre (Citizen's Advice Bureau)	-	-	-	-	-	200
Sheffield ME Group	-	-	-	-	-	150
Sheffield Campaign against Climate Change	-	-	-	-	-	50
<i>Allocated total</i>	<b>6,372</b>	-	-	-	<b>6,372</b>	6,300
Church Action on Poverty -						
Lent Hunger Fast Donations	32	-	35	-	<b>67</b>	366
Broomhill Festival	312	-	-	-	<b>312</b>	362
Upscale Clothing and S2 Foodbank	-	-	342	-	<b>342</b>	264
S6 Foodbank	-	-	286	-	<b>286</b>	-
Archer Project	-	-	258	-	<b>258</b>	-
The Children's Society	-	-	215	-	<b>215</b>	129
Royal British Legion	-	-	50	-	<b>50</b>	-
	<b>6,716</b>	-	<b>1,186</b>	-	<b>7,902</b>	7,421

Restricted Fund donations of £1,186 (2013 £759) are all from the proceeds of special collections (see note 4(c)).

The Broomhill Festival donation of £312 (2013 £362) was the total of the plate collection at the Festival Service.

General Fund donations of £6,372 (2013 £6,300) have been allocated on recommendation of the Home Donations Committee. These donations are made in accordance with a policy and objectives of the PCC whereby a proportion of the General Fund given income is given away to home mission and relief causes.

# Sheffield St. Mark Broomhill

## Notes to the financial statements

For the year ended 31 December 2014

	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
	General £	Designated £	£	£	2014 £	2013 £
<b>5 Analysis of Resources Expended (continued)</b>						
<b>5(c) Vicar's expenses</b>						
Allowances (up to leaving date 30.10.14)	1,800	-	-	-	<b>1,800</b>	2,400
Vicarage gas and electricity (from 1.11.14)	299	-	-	-	<b>299</b>	-
Vicarage water charges	625	-	-	-	<b>625</b>	604
	<u>2,724</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>2,724</b></u>	<u>3,004</u>

Up to his date of leaving, the Vicar has been paid a proportion of a fixed annual sum in respect of allowances towards the costs of a car, travel, telephone, hospitality, training, conferences and retreats, books and journals, wear and tear and cleaning of robes and study furniture.

During the vacancy period, the PCC has assumed responsibility for the cost of the Vicarage gas and electricity.

<b>5(d) Associate Vicar's expenses</b>						
Allowances	1,200	-	-	-	<b>1,200</b>	1,200
House utilities and alarm maintenance	447	-	-	-	<b>447</b>	415
	<u>1,647</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>1,647</b></u>	<u>1,615</u>

The Associate Vicar is paid a fixed annual sum in respect of allowances towards the costs of a car, travel, telephone, hospitality, training, conferences and retreats, books and journals, wear and tear and cleaning of robes and study furniture.

<b>5(e) Church - running expenses</b>						
Electricity charges	7,392	-	-	-	<b>7,392</b>	9,468
Gas charges	1,587	-	-	-	<b>1,587</b>	2,142
Water and sewage charges	678	-	-	-	<b>678</b>	610
Total heat, light and water charges	<u>9,657</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>9,657</b></u>	<u>12,220</u>
Insurance	5,529	-	-	-	<b>5,529</b>	5,669
Cleaning	6,040	-	-	-	<b>6,040</b>	5,619
Waste collection	679	-	-	-	<b>679</b>	-
	<u>21,905</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>21,905</b></u>	<u>23,508</u>

The PV (Solar) panel scheme has been fully operational since 2012 and in 2014 Feed in Tariff income of £3,694 (2013 £3,567) was received from surplus electricity generated by the panels (see note 2(c)).

During the vacancy period, the PCC has extended its insurance cover to include the Vicarage contents.

Cleaning costs include the salaries of two part-time employed cleaners (see note 6).

Sheffield City Council commenced charging all religious organisations for waste collection from 1 April 2014.

<b>5(f) Church maintenance</b>						
Church repairs and maintenance	4,186	2,460	-	-	<b>6,646</b>	5,281
Organ and piano maintenance	485	-	-	-	<b>485</b>	1,702
Grounds	1,487	-	250	-	<b>1,737</b>	1,567
	<u>6,158</u>	<u>2,460</u>	<u>250</u>	<u>-</u>	<u><b>8,868</b></u>	<u>8,550</u>

Repairs to St Mark's Crescent road and Church Car Park £2,460 have been funded from the Designated Fund Fabric Reserve account.

General Fund Grounds expenditure in 2014 includes sub-contracted gardening services of £1,181 (2013 £1,101).

A Ward Pot Small Grant of £250 was received in 2014 from Sheffield City Council (see note 4(b)) and a provision for this amount has been included in grounds expenditure and carried forward to 2015 (as part of Grants Received in Advance shown in note 7(d)).

<b>5(g) Upkeep of services</b>						
Sanctuary expenses	398	-	-	-	<b>398</b>	1,149
Music expenses and RSCM subscription	196	-	-	-	<b>196</b>	433
Director of Music	7,500	-	-	-	<b>7,500</b>	7,423
Organist fees (net of practice fees)	1,966	-	-	-	<b>1,966</b>	2,532
Choral Scholar bursaries	200	-	-	-	<b>200</b>	170
Service books	153	-	-	-	<b>153</b>	159
	<u>10,413</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>10,413</b></u>	<u>11,866</u>

Sanctuary expenses in 2013 included bulk purchases of candles and communion wine to save costs.

Details of the organist's remuneration in the year are given at note 6. The position of organist has been vacant since 1 October 2014.

Two Choral Scholars were appointed in 2013 but the positions have been not filled since July 2014.

# Sheffield St. Mark Broomhill

## Notes to the financial statements

For the year ended 31 December 2014

	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
	General £	Designated £	£	£	2014 £	2013 £
<b>5 Analysis of Resources Expended (continued)</b>						
5(h) <i>Lay and pastoral work</i>						
Pastoral expenses	100	-	100	-	<b>200</b>	162
Soup Run expenses	730	-	-	-	<b>730</b>	1,096
less Home Donation grant for Soup Run	(447)	-	-	-	<b>(447)</b>	(425)
Assistance from Social Fund	-	-	1,058	-	<b>1,058</b>	619
	<u>383</u>	<u>-</u>	<u>1,158</u>	<u>-</u>	<u><b>1,541</b></u>	<u>1,452</u>

The Restricted Funds pastoral expenses £100 is a contribution to the Burngreave Christmas Lunch (£2013 £162 at St Mark's) and is subsidised by the Waitrose grant received (see note 4(b)).

The Soup Run has been subsidised by a Home Donations grant of £447 (2013 £425) (see note 5(b)).

5(i) <i>Children and youth work</i>						
Learning materials and sundries	161	-	-	-	<b>161</b>	290
Godly Play Mann Memorial provision (see note 4(d))		500	-	-	<b>500</b>	-
Trips and activities expenses	116	-	-	-	<b>116</b>	336
	<u>277</u>	<u>500</u>	<u>-</u>	<u>-</u>	<u><b>777</b></u>	<u>626</u>
5(j) <i>Student and young adult work</i>						
Resources, events and trips	12	-	-	-	<b>12</b>	15
Worker with Students & Young Adults	2,733	(see note 6)	-	-	<b>2,733</b>	3,289
	<u>2,745</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>2,745</b></u>	<u>3,304</u>
5(k) <i>Special expenditure</i>						
Contribution to CTBB	3,000	-	-	-	<b>3,000</b>	3,000
A History of St Mark's	-	-	-	-	<b>-</b>	3,288
	<u>3,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>3,000</b></u>	<u>6,288</u>

The contribution to Churches Together in Broomhill and Broomhall is to assist with the funding of the Worker With Older People.

The net cost of printing and publishing A History of St Mark's book in 2013 was £683 (total cost £3,288 less Burgesses grant £500 (see note 4(b)) and receipts in 2013 of £2,105 (see note 2(c)). The net realisable value of the remaining unsold books at 31 December 2013 was estimated to be less than £500 and therefore the net costs were fully written off in 2013 with no stock value carried forward into 2014.

5(l) <i>Sundry expenses</i>						
Independent Examiner's fees	750	-	-	-	<b>750</b>	720
Payroll Bureau charges	436	-	-	-	<b>436</b>	344
Other sundries	395	-	-	-	<b>395</b>	520
Church flowers	316	-	-	-	<b>316</b>	235
50th Anniversary celebration costs	209	-	-	-	<b>209</b>	1,184
Gifts and presentations	187	-	-	-	<b>187</b>	269
Accounting package charges	144	-	-	-	<b>144</b>	144
Performing Right Society Fees	65	-	-	-	<b>65</b>	-
Refreshments (Easter, Christmas etc)	17	-	-	-	<b>17</b>	125
Glass mugs (from Hospitality Fund)	-	-	-	-	<b>-</b>	149
Women Bishops Banner	-	-	-	-	<b>-</b>	81
	<u>2,519</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>2,519</b></u>	<u>3,771</u>

## 6 Staff costs and payments to PCC members

6(a) <i>Wages and salaries (including employer's National Insurance Contributions ("NIC") and expenses)</i>						
Administrator	12,484	-	-	-	<b>12,484</b>	13,238
Director of Music	7,500	-	-	-	<b>7,500</b>	7,423
Cleaners	5,177	-	-	-	<b>5,177</b>	5,030
Worker with Students & Young Adults	2,745	(left 8.10.14)	-	-	<b>2,745</b>	3,289
Organist (left 30.9.14)	1,820	-	-	-	<b>1,820</b>	2,500
	<u>29,726</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>29,726</b></u>	<u>31,480</u>

Included within the above costs are £189 (2013 £764) Employer's NIC payments and £12 (2013 £88) paid in expenses.

# Sheffield St. Mark Broomhill

## Notes to the financial statements

For the year ended 31 December 2014

### 6 Staff costs and payments to PCC members (continued)

6(b) During the year the PCC paid six part-time employees: -

Administrator - Ms Anne Padget; Director of Music - Mr Mark McCombs; Organist - Professor Andrew Linn (left 30 September 2014); Cleaners - Mr Tim Moore and Mr John Whitmill; Worker with Students and Young Adults - Revd Robert Beard (left 8 October 2014).

PCC members receiving payments from the PCC during 2014 included the Vicar, Associate Vicar and Assistant Priest (see notes 3(b), 5(c), 5(d) for details of their allowances and expenses) and Ms Anne Padget employed as Administrator and paid as noted in 6(a). She did not participate in discussions concerning payments made to her. No payments or expenses were paid to any other PCC member, persons closely connected to them or other related parties.

	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
	General £	Designated £	£	£	2014 £	2013 £

### 7 Analysis of Net Assets by Fund

#### 7(a) Tangible Fixed Assets

Analysis of Net Book Value by Fund at 31 December 2014

Building and Organ Improvements	193	161,176	109,711	-	<b>271,080</b>	201,842
Major redecoration	-	-	-	-	-	-
Fixtures, Fittings and Equipment	-	1,424	157	-	<b>1,581</b>	3,342
<b>Total Net Book Value by Fund</b>	<b>193</b>	<b>162,600</b>	<b>109,868</b>	<b>-</b>	<b>272,661</b>	<b>205,184</b>

Analysis by asset type		Building and Organ Improvements	Major Redecoration	Fixtures, Fittings and Equipment	Totals
		£	£	£	£
<b>Actual/Deemed Cost</b>	At 1 January 2014	336,143	24,185	77,582	<b>437,910</b>
Additions in year:					
Organ Refurbishment	(costs incurred in year)	82,658	-	-	<b>82,658</b>
Car Park Barrier		-	-	1,412	<b>1,412</b>
Total additions in year		82,658	-	1,412	<b>84,070</b>
At 31 December 2014		<b>418,801</b>	<b>24,185</b>	<b>78,994</b>	<b>521,980</b>
<b>Depreciation</b>	At 1 January 2014	134,301	24,185	74,240	<b>232,726</b>
Charge for the year		13,420	-	3,173	<b>16,593</b>
At 31 December 2014		<b>147,721</b>	<b>24,185</b>	<b>77,413</b>	<b>249,319</b>
<b>Net Book Value</b>	At 31 December 2014	<b>271,080</b>	<b>-</b>	<b>1,581</b>	<b>272,661</b>
At 31 December 2013		<b>201,842</b>	<b>-</b>	<b>3,342</b>	<b>205,184</b>

In accordance with the Accounting Policies (see page 3), all major expenditure on fixed assets from 1 January 2001 has been capitalised and depreciated annually on a straight line basis (over 25 years for building and Organ improvements, 10 years for major redecoration and 4 years for fixtures, fittings and equipment).

The Building and Organ Improvements comprise the following: 2002 Jordan Project £244,650 being the extension of the upper room, new staircase, lift, disabled toilets, office and storage rooms; 2004 Car Park upgrade £12,512; 2008 Tower Louvers renovation £9,353; 2009 South Steps Railings £14,094; Electrical wiring / heating upgrade £7,130; 2011 PV Panels £32,205; 2011/12 Underfloor Heating Refurbishment £11,144; 2012 Loft Insulation £2,176; 2013 Spire & Tower renovations £1,512 and Electrical Wiring Upgrade £1,367; 2014 Organ Refurbishment £82,658 (as noted above).

The completion date for the Organ Refurbishment work is late April 2015. Consequently, no depreciation has been charged in 2014 on the costs capitalised in the year.

Major redecoration comprise the asbestos stabilisation work and redecoration of the main church carried out in early 2003.

# Sheffield St. Mark Broomhill

## Notes to the financial statements

For the year ended 31 December 2014

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General £	Designated £	£	£	2014 £	2013 £
<b>7 Analysis of Net Assets by Fund (continued)</b>							
<b>7(a) Tangible Fixed Assets</b>							
<i>Total Net Book Value by Fund (page 11)</i>		193	162,600	109,868	-	<b>272,661</b>	205,184
<b>7(b) Investments</b>							
<i>Parochial Church Council property</i>							
Mainland Bursary Fund	8(c)(i)	-	-	-	14,288	<b>14,288</b>	13,565
Miss Berry Bequest		-	-	-	8,733	<b>8,733</b>	8,291
Kelk Bequest		-	-	-	1,295	<b>1,295</b>	1,230
		-	-	-	24,316	<b>24,316</b>	23,086
<i>Trust funds administered by the PCC</i>							
The St Mark's Church Hall Charity	9	-	-	-	29,863	<b>29,863</b>	75,369
Miss Thomas Bequest		-	-	-	20,857	<b>20,857</b>	19,803
Friends of St Mark's Investment		-	-	-	10,656	<b>10,656</b>	10,117
Elliott Bequest		-	-	-	4,099	<b>4,099</b>	3,892
		-	-	-	65,475	<b>65,475</b>	109,181
<b>7(c) Monetary Assets and Debtors</b>							
<i>General reserves</i>							
PCC current account	8(a)	26,337	1,669	8,106	-	<b>36,112</b>	31,535
General Reserve deposit account		-	8,457	-	-	<b>8,457</b>	1,338
		26,337	10,126	8,106	-	<b>44,569</b>	32,873
<i>Fabric reserves</i>							
Fabric Reserve deposit account	8(a) & 8(b)	-	31,439	-	-	<b>31,439</b>	29,287
Sheffield Credit Union deposit account		-	10,045	-	-	<b>10,045</b>	9,998
Jordan Bequest deposit account		-	2,265	-	-	<b>2,265</b>	2,254
David Thorpe Legacy deposit account		-	-	4,577	-	<b>4,577</b>	4,547
Friends of St Mark's deposit account		-	-	4,592	-	<b>4,592</b>	4,187
Miss Thomas Bequest deposit account		-	-	7,053	-	<b>7,053</b>	6,228
Organ Restoration Appeal Fund	9	-	-	24,839	-	<b>24,839</b>	12,429
		-	43,749	41,061	-	<b>84,810</b>	68,930
<i>Other reserves and accounts</i>							
Mainland Bursary Fund deposit account	8(b)	-	-	5,389	-	<b>5,389</b>	4,822
Youth Deposit account		-	-	1,276	-	<b>1,276</b>	1,275
Hospitality Fund		-	-	2,354	-	<b>2,354</b>	2,352
Social Fund		-	-	2,888	-	<b>2,888</b>	2,944
		-	-	11,907	-	<b>11,907</b>	11,393
<i>Debtors and prepayments</i>							
Income tax recovery due at year end		8,844	-	-	-	<b>8,844</b>	8,818
General Income debtors		4,634	-	-	-	<b>4,634</b>	1,218
PV Panel FIT income due at year end		387	-	-	-	<b>387</b>	429
Sundry prepayment carried forward		-	-	10	-	<b>10</b>	-
Parish Weekend (2015) deposit		1,412	-	-	-	<b>1,412</b>	200
		15,277	-	10	-	<b>15,287</b>	10,665
<b>7(d) Accruals and deferred income</b>							
International donations owed at year end		(11,870)	-	(499)	-	<b>(12,369)</b>	(13,235)
Hope for the Future funds held at year end		(2,038)	-	(5,955)	-	<b>(7,993)</b>	-
Home donations owed at year end		(5,863)	-	(3)	-	<b>(5,866)</b>	(6,218)
CTBB Grant and donation owed at year end		(3,000)	-	(200)	-	<b>(3,200)</b>	-
General Expenditure accruals		(1,934)	-	-	-	<b>(1,934)</b>	(1,960)
Electricity and Gas owed at year end		(1,775)	-	-	-	<b>(1,775)</b>	(1,982)
Grants received in advance		-	(500)	(738)	-	<b>(1,238)</b>	(588)
Fees owed to Diocese		(1,064)	-	-	-	<b>(1,064)</b>	(753)
PAYE/NIC owed at year end		(461)	-	-	-	<b>(461)</b>	(638)
Broomhill Festival funds held at year end		-	-	(275)	-	<b>(275)</b>	-
Pledged income paid in advance		-	-	-	-	-	(2,550)
Donations received in advance		-	-	-	-	-	(10)
		(28,005)	(500)	(7,670)	-	<b>(36,175)</b>	(27,934)
<b>Fund Balance</b>		<b>13,802</b>	<b>215,975</b>	<b>163,282</b>	<b>89,791</b>	<b>482,850</b>	<b>433,378</b>

An explanation of the nature of each fund is given in note 8 including details of the restrictions placed on their use.

# Sheffield St. Mark Broomhill

## Notes to the financial statements For the year ended 31 December 2014

### 8 Fund Details (continued)

#### 8(a) Unrestricted Funds

The General Fund is used to pay all the everyday expenses of the church. This fund is “unrestricted” because the money has been given to the church on the general understanding that it will be used at the discretion of the PCC for furthering the mission and ministry of the church. Unless specified otherwise, all the money received by the church is first put into the General Fund.

The PCC may decide to put some of the General Fund money aside in deposit accounts for use in the future (for example, for building repairs). This money is “designated” for administration purposes only. Such funds are still unrestricted and can be moved to other funds if the PCC so decides. The PCC currently has “designated” deposit accounts for general and fabric purposes.

#### 8(b) Restricted Funds

These are funds that are subject to some particular restriction on the way they may be spent or applied. The money received is restricted either by the donor or by the terms of an appeal for a particular purpose such as a special collection for overseas aid or for a major repair. The PCC has several deposit accounts that are “restricted” in their use for either fabric or other specified purposes.

#### 8(c) Endowment Funds

These are another form of restricted funds and represent money that has been given to the church with the specific instruction that only the interest or dividends earned by the investment can be spent. The original money (or “capital”) cannot normally be spent and must remain in the form of investments.

##### 8(c)(i) Parochial Church Council Property

The PCC may hold property “for any ecclesiastical purpose affecting the parish or any part thereof” and for certain educational purposes (PCC (Powers) Measure 1956, Section 5). “Ecclesiastical purposes” will include any purpose furthering the work of the Church of England in the parish. The capital sums and income derived there from can only be used for these purposes.

*Held in the name of the Parochial Church Council*

<b>Mainland Bursary Fund</b>				
Property:	1,070 shares in The CBF Church of England Investment Fund			
Purchased:	31 August 1989			
Original cost:	£6,000	<b>Market value</b>	<b>31 December 2014</b>	<b>£14,288</b> (2013 £13,565)

*Held in the name of the Vicar and Church Wardens, administered by the PCC*

<b>Miss Berry Bequest for general purposes</b>				
Property:	654 shares in The CBF Church of England Investment Fund			
Purchased:	28 February 1969			
Original cost:	£730	<b>Market value</b>	<b>31 December 2014</b>	<b>£8,733</b> (2013 £8,291)

<b>Kelk Bequest for general purposes</b>				
Property:	97 shares in The CBF Church of England Investment Fund			
Purchased:	31 August 1982			
Original cost:	£200	<b>Market value</b>	<b>31 December 2014</b>	<b>£1,295</b> (2013 £1,230)

# Sheffield St. Mark Broomhill

## Notes to the financial statements For the year ended 31 December 2014

### 8 Fund Details (continued)

#### 8(c)(ii) Trust Funds administered by the Parochial Church Council

These funds comprise a charity administered under a scheme made by the Charity commissioners, two bequests and a donation involving permanent trusts restricting the use of the capital that is held by the Diocesan Board of Finance.

##### **The St Mark's Church Hall Charity**

Property:	17,937 shares in The CBF Church of England Fixed Interest Securities Fund			
(Original Purchase:	12,277 shares	31 March 1993	Original cost:	£19,189)
Dividends reinvested in year to purchase	1056 shares	at a cost of	£1,677	
<b>Market value</b>	<b>31 December 2014</b>	<b>£29,863</b>	(2013 £75,369)	(see note below)

The above investment originates from the sale of the former church hall in Ashgate Road, Broomhill, in March 1971. The PCC are managing trustees, the Diocesan Board of Finance custodian trustees. The clear income from the charity is to be applied to further the "religious and other charitable work of the Church of England" in the ecclesiastical parish of St Mark, Broomhill. The charity property may also be used for land and building required for that work. By an order dated 14 January 2014, the Charity Commissioners authorised expenditure of £34,000 from the Charity's permanent endowment for the purpose of restoration and refurbishment of the Church organ under the condition that the sum be repaid over 30 years at a minimum of £1,133 per annum. In addition, the PCC authorised the expenditure of £16,000 from the Charity's accumulated income for the same purpose. Accordingly, in January 2014 the Diocesan Board of Finance realised 32,041 of the Charity's shares to the value of £50,000 and this sum was paid into the Organ Restoration Appeal Fund on 3 February 2014.

##### **Miss Thomas Bequest for church repairs**

Property:	1562 shares in The CBF Church of England Investment Fund				
Purchased:	30 November 1961				
Original cost:	£1,132	<b>Market value</b>	<b>31 December 2014</b>	<b>£20,857</b>	(2013 £19,803)

##### **Friends of St Mark's Investment Account for fabric repair purposes only**

Property:	798 shares in The CBF Church of England Investment Fund				
Purchased:	31 October 1982				
Original cost:	£1,750	<b>Market value</b>	<b>31 December 2014</b>	<b>£10,656</b>	(2013 £10,117)

The income from the above two investment funds can only be used for church repairs and therefore dividends and interest arising are transferred to restricted fabric reserve deposit accounts for that purpose.

##### **Elliott Bequest for parochial and charitable purposes**

Property:	307 shares in The CBF Church of England Investment Fund				
Purchased:	31 August 1966				
Original cost:	£220	<b>Market value</b>	<b>31 December 2014</b>	<b>£4,099</b>	(2013 £3,892)

The property of the above mentioned investment can only be used for the purposes mentioned.

### 9 Post balance sheet events – Organ Restoration

In September 2013 the PCC launched an Appeal with a target of £100,000 for the refurbishment and restoration of the Church Organ. By 20 February 2014 the Organ Restoration Fund (including the Church Hall Charity Investment loan of £50,000 referred to in note 8(c)(ii) above) totalled £98,000 (eventually reaching £107,700) and the PCC therefore contracted with Wood of Huddersfield, Organ Builders. Work commenced in July 2014 and was still ongoing at 31 December 2014 with a revised completion date of late April 2015. Contract and other costs paid up to 31 December 2014 totalled £82,658 and this amount is shown in Fixed Assets (see note 7(a)). Further costs of up to approximately £32,000 are likely to be payable in 2015 to finish the project bringing the total cost (including VAT) to approximately £114,658. The further costs will be funded from the Organ Restoration Appeal Fund deposit carried forward at 31 December 2014 of £24,839 (note 7(c)) with the balance payable from a grant of £16,743 received in March 2015 from the Listed Places of Worship Grant Scheme ("LPOW") to recover the VAT element of the above-mentioned costs. It is anticipated that the unused balance of the LPOW grant funds received will be utilised towards repaying the Church Hall Charity Investment loan. The additional costs over and above the initial £100,000 Appeal Target are due mainly to unanticipated electrical and piping works, the necessity for which became apparent as the work progressed.

## **Sheffield St. Mark Broomhill**

### **Statement of responsibilities of the members of the Parochial Church Council ("PCC")**

**For the year ended 31 December 2014**

The Church Accounting Regulations 2006 and the Charities Act 2011 require the members of the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC and of the incoming resources and application of resources in the year then ended. In preparing those financial statements, the members of the PCC are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the PCC will continue in operation.

The members of the PCC are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the PCC and which enable them to ascertain the financial position of the PCC and which enable them to ensure that the financial statements comply with the Church Accounting Regulations 2006 and the Charities Act 2011. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK'S CHURCH BROOMHILL SHEFFIELD**

I report on the accounts of the Parochial Church Council for the year ended 31 December 2014 which are set out on pages 1 to 15.

**Respective responsibilities of Parochial Church Council and examiner**

The Members of the Parochial Church Council are responsible for the preparation of the accounts. The Parochial Church Council 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;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Parochial Church Council 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 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 comply with the accounting requirements of the 2011 Acthave 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.

Julie Holderness FCCA  
For and on behalf of Roddis Taylor Robinson  
Chartered Accountants

Unit 6 Acorn Business Park  
Woodseats Close  
Sheffield  
S8 0TB

27 April 2015