

OUR LADY AND ALL SAINTS – FINANCE COMMITTEE MEETING
THURSDAY 15th JUNE 2023, 7PM

Welcome – Fr Philip welcomed everyone. The meeting was started with a prayer.

Present – Fr Philip, Bob Hudyba (Church property), Ken Baker (400 Club), Steve McNally (Health and Safety), Sarah Price (Parish Secretary/Gift Aid Co-ordinator/Treasurer), Meryn Lodge (Parish representative)

Apologies – Anne Shore (Grants Group) and Deacon Tom Tranter.

Repair and Maintenance Richard Harley (Electrician) has provided quotes for work in the parish centre and the presbytery. Work in the presbytery to replace the Switch board will be completed shortly.

Parish centre – All Parish Centre windows have been checked and repaired by cutting out rotten timber and splicing in new timber prior to external redecoration work being undertaken. Eco drains have been replaced.

Presbytery roof – A drone survey was completed by the Architect. The main roof covering is in good condition; however, the following work needs to be undertaken - repairs to stop ingress of water including repairing and reconstructing lead secret gutters, repairing, or replacing lead flashings, re-bedding hip and ridge tiles, repointing flashing joints to roof valleys, repointing chimney and gable brickwork and copings, overhauling rainwater goods and providing additional insulation to roof space. The first tenders received from 3 contractors were Midland Conservation Ltd - £145,474.16 (including VAT), Messenger Construction Ltd - £148,988.40 (including VAT) and Croft Building & Conservation Ltd - £152,410.02 (including VAT). It was noted that there was some inconsistency with the pricing e.g., gable wall repointing - one contractor quoted for 15 meters and another 144 meters. It was agreed to go out to tender again. The revised tenders were, Croft £114,542.71 (including VAT), Midland Conservation £148,774.16 (including VAT) and Messenger Construction £157,380.00 (including VAT). Architect recommended that we accept the quotation from Croft. We are currently awaiting Major Expenditure approval from the Diocese. Sarah to chase.

External Decoration work – Staining of the Church front doors, redecorating parish centre windows, railings, and bollards has been completed to a high standard. The rest of the work will be completed shortly.

Bell – Bob to contact Exaudite, as he wishes to be present when they visit to discuss the issue raised about the access to the tower. Mervyn also commented that the bottom of the bell rope is falling apart.

Fr Philip commented that there will be a lot of outgoings this year. We had £67,000 surplus funds for 2022. The committee members present commented how pleased they were with the Church doors.

Ken asked about the stonework at the lower level of the Church. Bob will approach Croft about the stonework. A discussion was held about the previous covering on the stonework.

Health and Safety – Our parish Health and Safety representative has completed the risk review on Xcenta for Asbestos and display screens. The Alarm and emergency light testing are up to date. PAT testing has been completed for the Church, Parish centre, Presbytery and Bungalow by HD Fire and Electrical Services. The certificates have been received. Steve and Sarah completed an inventory of items, so the contractor was aware of the items to be checked. Steve was thanked for all his hard work.

Fr Philip questioned if we have an inventory of keys – this is already in place and can be found on the office notice board. The insurance is now looking for inventory of items in the Church. This would consist of a folder with clear sleeves, photographs, and details behind. Steve will complete this for the Church.

400 Club – We currently have 247 members. Some parishioners have left the parish. More parishioners are now paying by standing order. We still have parishioners who pay by cash and cheque.

Finance – *Gift Aid* we have 127 gift aiders – Gift aid donations for tax year 2022/2023 were £51,133.40 which means a claim of £12,783.35. We have lost some gift aiders either they have left the parish, stopped donations due to change of circumstances or sadly died. We have 4 new gift aiders following the heating fund donations and 2 new gift aiders since the introduction of the new gift aid forms. One existing standing

order giver requested that donations be backdated so we can claim £240 for 2022, £160 for 2021. The gift aid small donations scheme, we can claim the maximum of £2000 with £5 commission deducted by the gift aid office.

Heating Fund - Parish collection for the heating fund raised £2708.08 with a gift aid claim of £911 (which is included in the gift aid claim detailed above)

Church Collections - Between Jan – May 2022 £20,793.07 was donated. In 2023 it is currently £24,779.03 for the same period. This increase of more than £4,000 is due to more standing order gift aid and non-gift aid donations, which are guaranteed donations.

Parish Centre Income – The income from the parish centre has also increased.

Parish Youth Worker – The parish youth committee met on Tuesday evening. Our parish youth worker will be speaking at Masses in a couple of weeks' time. We are looking for a group of volunteers to work alongside him. There will need to be balance across the team of Spiritual depth and Spiritual knowledge.

Parish Expenses – These will increase due to more youth activities and the increase in the utilities. Three collections will be held between October and Easter. Sarah was thanked for the financial report.

AOB

Fr Philip asked if there was loop system in Church – this is all on the same system. Fr Stephen to be asked if he can hear it.

Steve and Meryn mentioned the curtains in the parish centre. One curtain is completely down, and the others do not seem very secure. Sarah to contact the parishioner that organised the fitting and to get details.

Date of next Meeting – Tuesday 30th January 2024.

THESE MINUTES WERE APPROVED ON TUESDAY 30th JANUARY 2024 AS A TRUE RECORD OF THE MEETING. PLEASE NOTE SOME ITEMS FROM THESE MINUTES HAVE NOT BEEN INCLUDED IN ORDER FOR US TO CONFORM WITH GDPR REGULATIONS.