

St Simon Stock Parish, Walderslade

Minutes of A Meeting of The Finance Committee

held in the Church Office 7th October 2021

Members Present: Mavis Westbrook, Chairperson (MW), Fr Pawel Sobol (FrP), Deacon Martin Smith (DcM), Tanya Wilkins (TW), Lynne Pearson (LP), Stephen Pike (SP), & David Redding (DR)

The meeting commenced with prayer by DcM later than scheduled due to heavy traffic delaying some members.

Apologies for absence were received from Sylvia Berko (SB) and Peter Machin (PM)

Agenda Item	Summary	Action
Minutes of the Last Meeting	<p>The minutes of the previous meeting having been agreed upon by all members of the committee were signed by MW and TW. The structure of this and future meetings has altered to focus entirely on matters of finance. However, due to the major purchase of a new heating system and the amount of background work completed by particular members of the Finance Committee, a brief update on the progress of this project was given by FrP. He advised that on the 15th of September an Acoustic Assessment had been carried out at a cost of £1,350.00 to ensure the background noise of a new system does not exceed ten decibels at the nearest residence to the Church. A satisfactory report had been received on the 30th September. We are now waiting for a formal approval to proceed from Medway Council. It is hoped this will be received soon and work can begin before Christmas.</p>	N/A
Actual Accounts (presented by TW)	<p>The Trial Balance for August was presented in detail and each sub heading and respective entry was discussed with the following notable points:</p> <p>TW highlighted one positive of the new accounting system (that is still proving difficult to work with) is the increased number of entry options allowing for more precise accounting. An example is Telephony/Comms Costs which previously included Mobile Phones but mobiles are now a separate entry.</p> <p>Mass Intentions: £170.00 had been taken in Mass Intentions. MW said she had been approached by somebody regarding the availability of dates for intentions and when the lack of availability due to previously received bookings was explained, she was asked about the sharing of intentions. FrP is aware this is something that takes place within some parishes as a continuing of tradition but it is not something he would like to introduce. FrP went on to say that prayers for others can be included alongside intentions.</p> <p>It was noted that Mass Intentions received through the bank are</p>	

	<p>entered as Mass Stipend and those received through the office are entered as Other Parish Income.</p> <p>H&S Assessment: LP asked if the H&S assessment figure is budgeted. TW to confirm.</p> <p>Creditors Control Account-Internal: Under the heading of Creditors Control Account-Internal, £62.73 had been credited. TW advised this is due to additions having been made in error by the Diocese.</p> <p>Due to the furlough scheme actioned by the government, a smaller amount than expected has been required to cover salaries. The higher than necessary furlough payment has been queried before and ultimately may require repayment. However, no acknowledgment of incorrect contributions has been received to date.</p> <p>Charity Account: LP requested the total held in the Charity Account; TW will advise as funds are resting in more than one account. However, it was noted nothing had been used of the £13,659.98 in the First Reserve account and £4,765.00 is resting in the Development Fund. TW advised somebody had recently donated £300.00 toward the new heating system in person at the Church Office.</p> <p>TW had received a series of questions in writing from PM which were answered in detail noting the following: PM Queried no income received on our deposit account. TW advised we do not receive income on our Deposit Account, nor do we receive interest.</p> <p>Covid Support Fund: LP expressed the opinion that we may struggle to establish use of the fund as it has been in existence for some time with no uptake and suggested we readvertise it. FrP said he felt the application process was too lengthy for it to be an easily accessible fund. A lively discussion followed revealing differing views on how to balance the need for a formal record of giving with the expression of compassion toward the recipient. It was decided that FrP will use his discretion in the distribution of funds and recipients will sign for the funds received.</p> <p>Collections: £2,525.00 had been received which had benefited from Gift Aid and £524.10 had been received without the addition of Gift Aid.</p> <p>Bank Interest: TW advised that interest of 50p had been received against £62,000.00</p> <p>TW advised that Direct Debits had been set up without her knowledge and this has been directed to the Diocese with no</p>	<p>TW</p>
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	<p>response to date. An example is £38.00 taken out of the 100 Club.</p> <p>We have currently in the following accounts:</p> <ul style="list-style-type: none"> • Main Account: £2,500.00 • Development Account: £19,077.22 • 100 Club: £6,068.04 <p>TW has asked the Diocese why no contact had been made by them following the audit. The Diocese replied they had not heard from the Auditors.</p>	
Any Other Business	No other business was put forward for discussion.	
Letters from Parishioners	The committee had received no letters from the parish.	

The meeting was closed with prayer and blessing from FrP.

Next Meeting 6.30pm January 27th