

St Simon Stock Parish, Walderslade

Minutes of a Meeting of the Finance Committee Held in the Parish Office on 8 September 2022

In attendance: Mavis Westbrook, Chairperson (MW), Fr Pawel Sobol (FrP), Deacon Martin Smith (DcM), Tanya Wilkins (TW), Lynne Pearson (LP), John Billing (JB).

The meeting commenced with a prayer led by DcM and prayers for all those we'd lost recently.

Apologies: None

The Minutes of the last meeting on 23 June 2022 were agreed and signed by MW.

A letter of resignation from the committee had been received from Steve Pike. LP suggested that when people leave the committee it should be standard practice for a Mass to be said for them to thank them for their attendance. All agreed and FrP stated that they could be done without a stipend.

Agenda Item	Summary	Action
1A Main Account	<p>LP had some queries on the Main Account and they were explained: Expenses at Code 56 were more than would be expected by the end of July. TW explained that was because the expenses from December 2021 were included in that figure. Mass stipend expenses – code 71 – were higher than Mass stipend income – code 22. TW explained that the expenses included December 2021. These were paid on a 'rolling programme'. Expendable income of £29,724.42 with expenses of £32,303.11 should be an overspend of £2,578.69. This is due to the increased cost of the Diocesan Development Fund Assessment (See 2A).</p> <p>The email from MW as Chair of the Finance Committee, which had been sent to Mr Radford at the Diocesan office, was discussed. The problems with the software had been outlined in the email and how its inability to perform appropriately was causing problems. An automatic reply had been received stating that Paul Jackson was the new Financial Director. TW had also received a phone call from Maria apologising for problems with the uploading of the accounts. It was felt that they seem to be investigating the problems. It was decided that if no further reply was received by the end of September, a stronger letter should be sent to Mr Jackson, with a copy sent to the Archbishop.</p> <p>There is the usual £2,500 in the Current Account.</p>	<p>TW</p> <p>MW/TW/LP</p>

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1B Development Fund	Monthly collections for the fund this year and fundraising events had raised £6,753.87 so the total in the Development Fund is now £32,181.55.	
1C 1st Reserve 100 Club	£40,335.70.	
1D 100 Club	£8334.95.	
1E Loan Account	£37,094.02.	
2A Covid Support Fund	No requests for monies from this fund but £150 has been added to it. An entry about this fund could be put in the newsletter from time to time to remind parishioners about it.	FrP
2B Diocesan Levy	£8,000 was allocated in the budget for 2022 for the Diocesan Levy. However, the amount the parish now has to pay in 2022 is £15,000 and, in 2023, will increase to £20,000. This substantial increase will impact on the finances of the Parish. No money has been taken for the Bishop's Fund – code 74: £600 pa; the Clergy Support Fund – code 75: £1,200 pa; or Safeguarding – code 94: £410 pa. TW thinks this is now part of the Diocesan Levy. She will seek clarification on this.	TW
2C Cladding	Permission is being requested for the cladding to be done. Money will then be requested from the Loan Account. FrP approached a company recommended by a relative of a committee member but was not impressed by their lack of interest and lack of professionalism. Their product, too, was concrete planks which are too heavy for our building. It was agreed to stick with the UPVC option. The cladding will be done in 2 stages: the Church then the Parish Hall.	FrP
2D Hall Windows	As soon as the cladding has been done, we will get quotations to have the hall windows replaced. LP said that she was having some work done by First Glazing and, if she found them to be good, she would request a quote for the work. 2 other quotes could be from firms such as Britelite and Miranda Glass. LP said once quotations were received, she would look to see if there any grants for which we can apply.	LP LP

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<p>2E Hall Hire/Local Authority</p>	<p>The local authority has decided not to use our hall. There has been no word back from the people who wanted to do sessions on healthy living. Another group dealing with osteoporosis wanted to hire the hall on Wednesdays but were told that was not possible.</p> <p>Discussion ensued about the viability of continuing to hire out the hall for private functions on an ad hoc basis. The disadvantages were highlighted: who would be on call/responsible for the hirings; we don't have a parish hall manager and couldn't afford to pay one anyway. It was agreed that the only hirers of the hall would be organisations for which we had a formal contract.</p> <p>DcM was to do a note for the newsletter and the website informing the members of the parish of this decision.</p> <p>The hall would still be used for parish events, such as UCM meetings, bereavement counselling etc.</p>	<p>DcM</p>
<p>2F Collections</p>	<p>The amount of the collections should be noted monthly in the newsletter: plate/standing orders/2nd collections. TW to arrange.</p>	<p>TW</p>
<p>3 Any other business</p>	<p>The estimated electric bill for 6 weeks was £5,000! A meter reading had been done in June – an updated reading on the house but not on the hall. TW phoned them. The cost per unit had increased from 33p in June to 55 p now. We are getting £1,500 back in credit.</p> <p>The meters had been being read weekly but the person who read them was away. The March estimate was less than we'd actually used but this was not picked up. From March to 19 July there is a difference of 8120 units. The extra units had all been priced at 55 p per unit, rather than 33 p per unit from March to June, then 55 p per unit thereafter. An additional issue was being charged 20% vat instead of the 5% we should pay as a charity. This would be challenged again by TW on Monday.</p> <p>TW will also now have to complete a PP11 form on the government website for climate levy.</p> <p>The costs are going up again in October.</p> <p>TW to request an invoice monthly and to pay our bill monthly.</p> <p>FrP received an email about purchasing some land between St Benedict's School and Knole Road. There</p>	<p>TW</p> <p>TW</p> <p>TW</p>

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	is a preservation order on the trees and on the land. After discussion, it was decided that FrP should investigate (last investigation was 5/6 years ago so issues may not be the same). Once we know anything we'll let the person know.	FrP
4A Letters from parishioners	<p>A parishioners asked if in this financial crisis the parish should look at its asset (land in Knole Road) and sell it.</p> <p>A parishioner said that parishioners needed to know how we are financially. They asked that the relevant information go in the newsletter. This had been discussed at 2F.</p> <p>MW to speak with both parishioners to update them.</p>	MW
4B Open questions from Committee Members	There were none.	

The next meeting will be in the Parish Office on 17 November 2022 at 6.30 pm.

DcM led the closing prayer and the meeting finished at 8.30 pm