

St Simon Stock Parish, Walderslade

Minutes of a Meeting of the Finance Committee Held in the Parish Office on 27 April 2023

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

The meeting commenced with a prayer led by DcM.

Apologies: None

The Minutes of the last meeting on 26 January 2023 were agreed and signed by MW.

Agenda Item	Summary	Action
1A Main Account	<p>The budget is now split using new codes. TW explained that some new codes were split or combined from the old codes. There were some queries but most of these were explained. TW asked all members to have a good look at the new codes and to get back to her if they had any queries.</p> <p>There are still some issues with the new system. TW has asked for help on a number of issues (cheques cashed but then put on the system again; bank statements not being uploaded...) and was told Maria would help. To date, that has not happened. This means TW is still running the old system in tandem with the new. She will chase up this issue.</p> <p>LP stated that if we continue as we are, the accounts suggest we will be over £12,000 in deficit by the end of the year. Her question was: Will Gift Aid cover this? TW stated that it would. Gift Aid is held in the Loan Account and it is a back up to cover the additional expenses. The last withdrawal from the Loan Account was £12,000 in 2020.</p>	<p>TW</p> <p>TW</p>
1B Budget accounts	<p>LP queried some of the codes: Code 52 Candles and votives: this was higher than it should be at the 3-month point. That is because this is a major expense at Easter and should be on budget by the end of the year.</p> <p>Code 54 (Food and Refreshments): FrP stated that the current code needed to be amended as it did not represent a reasonable representation of what the budget should be for that code for a year.</p> <p>Code 63 Insurance: December 2022 payment is included.</p>	

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	<p>Code 65 Dual Fuels: these are payments for winter bills which will be higher.</p> <p>It was noted that some of the supposed overspends were, in fact, just due to the seasonal aspects of the Church year eg candles at Easter and would not result in overspends by the end of the year.</p>	
1C Development Fund	There is £24,102.48 in this fund.	
1D 100 Club	There is currently £11,097.95 in this fund but £5,000 of that is allocated to payment of the cladding and needs to be deducted from this account.	
1E 1st Reserve	£34,525.76.	
1F Covid Support Fund	<p>£2764.00.</p> <p>Some people are still giving donations to this fund. There have been no more applications for help so some new areas were discussed. Possibilities: to give money to the schools towards the cost of breakfast clubs; support other things in the Parish like the Foodbank... FrP said that he would need to discuss Caritas with DcM to see how to go forward with using this fund to help others.</p>	FrP/DcM
1G Diocesan Levy	The yearly levy was going to be £21,000 but, after FrP talking with Adrian Radford, we put in an appeal. The Diocese had given us wrong codes for the Development Fund so they thought we had more money. As a result of the appeal, we received a rebate and a notification that our yearly levy would be £18,494.	
1H Knole Road	This is still pending.	FrP
1J Hall Windows	<p>FrP has got quotes for the windows, the indoor decoration and the outdoor. We may have to replace the blinds too. As we haven't heard from Keely, LP will email her to see what's happening. LP said that the Trustees of WhiteHead Monckton would be looking at our application for a grant on the 28 April 2023. She would let members know if we were successful in getting any funding.</p> <p>LP suggested that if we don't hear in 2 weeks, we should go ahead with the windows anyway.</p>	<p>LP</p> <p>LP</p>
1K	Lots of discussion on this again. Problematic issues	

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Contactless Payments	were: the lack of consistent Wi-Fi which is necessary for the machines; who would charge the machines and maintain them; would it be worthwhile with the monthly fee or deduction from the funds given; who will use them. It was decided that this was not an option at this time for our Parish.	MW
2A Any Other Business	<p>FrP suggested it might be time to collect the 1st collection within the Mass, like before. All agreed that was a good idea. Volunteers will be needed. A note to go in the newsletter asking for volunteers to do this at each Mass. The basket for 2nd collections would remain in the entrance hall.</p> <p>People are also needed to count the collections and bank them. They would have to do that in the Parish Office, probably on a Monday. A note to go in the newsletter to ask for volunteers.</p>	<p>FrP</p> <p>FrP</p>
2B Letters from parishioners	There were none. The enquiry from a parishioner was dealt with at 1K.	
2C Open questions from Committee Members	<p>We haven't found anyone to do the work on the field. TW has got a quote of £350 for a man and a digger for one day. Once we have a date for the digging to be done, requests for volunteers to help move the grass etc will be put in the newsletter.</p> <p>LP: Car park is in a state, particularly the drive. 3 quotes needed to have the whole thing done. Permission to be sought for the work to be done. A plan will needed so we have to have thought through the work we need to have done. The school to be approached to discuss possible contributions. In the meantime, the potholes need to be filled in with hardcore, if possible.</p> <p>MW: Do we need an extra fire exit on the car park side of the Church? DcM said we have 3 and only need to have one.</p>	<p>TW/FrP</p> <p>FrP</p>

The next meeting will be in the Parish Office on 13 July 2023 at 6.30 pm.

FrP led the closing prayer and the meeting finished at 8.20 pm