

St Simon Stock Parish, Walderslade

Minutes of a Meeting of the Finance Committee Held in the Parish Office on 13 July 2023

In attendance: Mavis Westbrook, Chairperson (MW), Fr Pawel Sobol (FrP), Deacon Martin Smith (DcM), Tanya Wilkins (TW), Sandra Rocco (SR), Lynne Pearson (LP)

The meeting commenced with a prayer led by FrP. Before the main business, MW welcomed SR to the committee as a new member.

Apologies: John Billing (JB)

The Minutes of the last meeting on 27 April 2023 were agreed and signed by MW.

Agenda Item	Summary	Action
1A Main Account	<p>LP asked why we were using the old system again. TW explained that the new system still does not work properly. She gave a specific example of a parishioner who gave a donation which was to be split between 1st and 2nd collections. After inputting the donation, TW could see that the system had allocated the donation to someone else. TW had spoken with Maria at the Diocese about this but Maria did not know why it had happened. The program seems to be flawed so Tanya is using the old and the new system in tandem. LP stated that this meant double the work for TW which is not acceptable. MW asked FrP how other parishes find the new system. He reported that they are having the same or similar problems. TW can do a trial balance of a whole month. She is still doing the one for January and will send it to Maria.</p> <p>SR asked about Gift Aid. This is a separate system managed by the Diocese and it seems to work.</p> <p>LP asked about the Inter Dio Fuel DD (Code 65). It is done through the Diocese. She also asked about the 2 DDs for Southern Electric (Code 65). TW confirmed that they are done quarterly and are right for the time of year. TW stated that the gas meter is still there but we are not being charged.</p> <p>LP asked why the Total Account and Overall Total Account do not agree. TW stated that the Total Account is about the current account; the Overall Total Account is the current account plus the development account. TW explained that sometimes parishioners pay a donation into the current account which should be in the development account so she</p>	TW

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	<p>must adjust this.</p> <p>LP noted that we currently have a 19.78% overspend on the Total Account already and worried how we could address that. TW said that money in the 1st reserve account would cover this. She further explained that the money we get from Gift Aid, which is held in an account (Loan Account) by the Diocese could also be used to cover any overspend. Both these accounts generate good interest.</p>	
1B Budget accounts	<p>We are half way through the year and have spent 46.6% of the budget which is good. However, some of the areas are under or overspent so we would need to review the allocations at the end of the year.</p> <p>LP noted that there was nothing for Code 16 – Hall Hire. She said that she thought the scouts paid for hall hire. TW said that they pay in September for a year (£200). LP asked if anyone could sponsor the hall hire for the scouts. It is possible.</p>	
1C Development Fund	There is £28,534.32 in this fund.	
1D 100 Club	There is £11,492.95 in this account but £5,000 of that is allocated to payment of the cladding and needs to be deducted from this account.	TW
1E 1st Reserve	There is £32,328.61 in this account.	
1F Covid Support Fund	There is £2,864 in this account. LP asked if FrP and DcM had any idea which charities we could help with this. They are still looking into it.	FrP & DcM
1G Knowle Road	FrP is going to ask the Diocese for permission to put the area in Knowle Road on the market to ascertain its value.	FrP
1H Hall Windows	We are waiting to hear from the Lottery Community Fund to see if our bid has been successful. It has been almost 6 weeks so we should hear soon. We have had quotes for the windows, exit door and 'making good' to the walls (in and out). We may also have to replace the blinds if they are damaged during the work. It was agreed to wait until the end of August and then to contact the contractors.	LP, TW & FrP
1I	Discussion ensued about Collec-Tin plus Sum-up	

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Contactless payments	<p>systems which are being used in many churches. As we are part of the Diocese, we would get a 7% discount on the cost of the device, SumUp reader, Secure Mount and USB cable, so cost to us would be £367.35. For Wi-Fi we can also buy a 4G card costing £42 + VAT for a year. The monthly fee would be £10 - £11 per month. A parishioner has offered to pay the costs for a year.</p> <p>Various things were discussed connected to this system: where to place it; battery or plug-in socket; how to set up a SumUp and Give a little account initially; how parishioners who wish to Gift Aid their donations would need to input their details the first time they used the machine but would not have to do that each time.</p> <p>Once the machine is in, there is a film we could use to explain to parishioners about the machines, if needed. A member of the committee has agreed to maintain the machines and overview their use.</p> <p>We need to contact the company and get the dimensions of the machine and its height so we can find the best safe location. It was agreed that it was a good idea to trial the machine for a year and it is hoped to get it installed by the end of August.</p>	SR
Any Other Business	None.	
Letters from Parishioners	None.	
Open Questions from Committee Members	None	

The next meeting will be in the Parish Office on 28 September 2023 at 6.30 pm.

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