

## St Simon Stock Parish, Walderslade

### Minutes of a Meeting of the Finance Committee Held in the Parish Office on 28 September 2023

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

The meeting commenced with a prayer led by FrP.

**Apologies:** None

The Minutes of the last meeting on 13 July 2023 were agreed and signed by MW.

Agenda Item	Summary	Action
<b>1A Main Account</b>	<p>Still issues with the new accounting system. TW transferred an amount from the Main Account into the Development Fund. When checking the accounts, the money was not in the Development Fund or the Main Account. TW has contacted the Diocese about this and is awaiting a reply. TW gave a printout of the new system. She is going on a course on 29 September 2023 and she hopes that will help her to deal with these queries and the trial balances.</p> <p>£1908.25 had been taken twice (RCAS Payroll DD code 60) from the Main Account for salaries. TW has alerted the Diocese to this error and is awaiting their reply and reimbursement of £1908.25.</p> <p>Expenditure is still exceeding income – currently £-12,780.38. LP asked if the money in the Loan Account will still cover this deficit. TW stated that it would.</p> <p>There is £2,845 in this account.</p>	<p><b>TW</b></p> <p><b>TW</b></p>
<b>1B Budget accounts</b>	<p>Code 51 Church Flowers has spent most of its budget. This is not an issue as there is a second collection for flowers which covers anything over the budget amount set.</p> <p>Code 52 has overspent by a significant amount. TW clarified this matter. This code covers all the candles, not just the votives. The budget set will remain at £450 as the additional cost is offset by the income at Code 13 – currently £834.11.</p> <p>Dual Fuel code 65 is overspent. This is because the</p>	

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	<p>bill includes November and December of 2022. Rising costs have also played a part in this.</p> <p>We are still not being charged for the gas meter so we are leaving it where it is.</p> <p>The budget has been adjusted at codes 53, 54 and 59 to reflect the correct expenses.</p> <p>The £1,000 grant we received from Whitehead Moncton earlier in the year was not shown under code 10300, which is for grants. TW will transfer that amount from the Development Account into code 10300.</p> <p>The £10,000 grant from the Community Fund is currently in the 1<sup>st</sup> Reserve Account. It will be transferred into code 10300 this month.</p> <p>£950 deposit has been paid for the work to be done on the windows etc.</p>	<p><b>TW</b></p> <p><b>TW</b></p> <p><b>TW</b></p>
<b>1C Development Fund</b>	£27,934.75.	
<b>1D 100 Club</b>	There is £11,438.95 in this account. The £5,000 that needs to be allocated from this to the cost of the cladding has not been transferred yet. TW wants to wait until the money she tried to transfer from the Main Account to the Development Fund has been 'found' and allocated to the correct account before she moves any more money between accounts .	<b>TW</b>
<b>1E 1<sup>st</sup> Reserve</b>	£24,147.87.	
<b>1F Covid Support Fund</b>	There is £2,864 in this account. DcM now has a list of groups we can support using some of this money.	<b>DcM</b>
<b>1G Knowle Road</b>	This issue has been postponed and will no longer be on the agenda.	<b>MW</b>
<b>1H Hall Windows</b>	The work on this will start on 29 September 2023.	<b>FrP</b>
<b>1I Contactless</b>	We have the machine. FrP has set it up and tested it. The internet is not great where the machine has	

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<b>payments</b>	been positioned so a new sim card has been ordered. It is hoped to use the machine starting from this weekend.	<b>FrP/SR</b>
<b>Any Other Business</b>	None.	
<b>Letters from Parishioners</b>	There was a letter from Alfredo about promoting the 100 club. It was agreed that at the end of the Saturday/Sunday Masses after the draw, FrP or DcM would present the cheques to the winners, thereby giving a higher profile to the 100 Club. TW would have the cheques ready.	<b>FrP/DcM</b>  <b>TW</b>
<b>Open Questions from Committee Members</b>	None	

**The next meeting will be in the Parish Office on 25 January 2024 at 6.30 pm.**

DcM led the closing prayer and the meeting finished at 7.30 pm