

## PROPERTY & FINANCE COMMITTEE MINUTES

17<sup>th</sup> January 2012

Meeting opened with The Lord's Prayer

Apologies: Frances Halliday

Present: Mike Barrett(MB) Paul Baker(PB) Phil Hayllar(PH) Peter Treloar(PT) Geoff Hartridge(GH)

Fr Kevin(FK) Imelda Howell(IH) Steve Leigh(SL) Audrey Barnett(AB)

Previous minutes: SL proposal to accept seconded by IH

Matters arising are all covered in agenda

### PARISH ACCOUNTS

MB addressed PB in his role of Chairman on the matters brought to his attention in an email forwarded by PB. MB is unhappy with the implications raised in said document which query transfers of funds between accounts. A copy of the email was distributed .MB kept his comments concise and succinct and does not require them to be minuted.FK would like it to be recorded that he has total confidence in MB's devotion and integrity during his long service to the Parish and his contribution is beyond reckoning

Parish accounts were then distributed by MB

He has made no transfers from New Development Account as yet-does he go ahead? IH asked if this account would eventually be reduced. MB said that was the intention once SHR presbytery was sold and the finances sorted. GH, with the agreement of FK said as much of the money was paid in by people who disagreed with the LOF strategy it was now sensible to pool the funds as all funds were going into the New Church. There is no point having a savings fund whilst building an overdraft on the main account .PH commented that we could broaden the description of the NDF

Transfer is sanctioned by PB

Direct debit update: As of 7<sup>th</sup> December 2011 there was £768 to be refunded. A letter was sent to Lloyds TSB requesting a refund and response. Nothing received to date .SL will follow up and try to rectify asap .He has emailed a colleague to deal with the problem .IH asked if it will be paid into account immediately

FK has arranged to see Lesley Schofield reference employing a permanent P/T caretaker as discussed in a previous meeting

### BUSINESS PLAN

PH has been working with Lesley Schofield and Geoff Briggs from the Parish Centre Committee and produced a plan to 2015 which was distributed

Repairs and maintenance are included in the service contracts. Rebates for solar energy are included in the estimates.FK asked if it would be helpful to have a figure from the Parish Centre lettings.PH

has received projected figures from Nina McCormack and the revenue from lettings is banked separately as confirmed by MB

Most LOF direct debits will end in April 2014 and then approx £500 per week will be needed to cover the shortfall which cannot be made by Parish events alone

John McCormack followed up the car park facility, but this would not be feasible

Sale of SHR Presbytery is going ahead with an offer of £340,000 from a local family

#### GIFT AID

IH said the December quarter has gone off. Giving has petered off a bit and it was suggested we devote a weekend to promoting Giving /Gift aid. 1<sup>st</sup> anniversary of Church would be a good time-a decision will be made at next PPC meeting. Gift aid envelopes could be placed around Church

#### FUNDRAISING

Events planned: Quiz in January, St.Patrick's night dance in March. It is getting increasingly difficult to sell tickets for events. There is a dire lack of support from most parishioners

#### JUBILEE PARK SCOUT HUT

GH spoke to HBC who need to know our plans by February. He will contact HBC.

Current tenant is interested in renewing lease for 5 years. This makes us £6000 annually

Need to check who will be named as lessee-possibly Chairman of PPC or Finance

PB will produce 3 years of accounts for the hut.FK will check with the diocese about the name on lease. The brownies will stay on until they raise the money for their new premises (£70,000)

#### HEALTH & SAFETY

Window cleaner-risk assessment and method statement missing from file

Need risk assessment for kitchen equipment in use

Windows on south side-becomes very hot on parishioners seated there. Several solutions discussed but PH will speak with Columba to see if there is a feasible answer

Need a lock for the gate and volunteers to weatherproof outdoor seating

AOB : Problem with font is to be rectified within contract

Next meeting : Tuesday 13<sup>th</sup> March 2012. (inc maintenance on agenda)

Closing Prayer : FR Kevin gave Thanks and Blessing