St. Aidan`s and St. Teresa's Finance Committee

October 22nd 2019 – Minutes

Held at St. Aidan's

Attendees

Fr Mariadass
Representing St. Teresa's: Brian D, Madeline K, Anne Grant
Representing St. Aidan's: Bernie L, Claire C
Property Manager for Both Parishes: Paul G
Apologies for absence: Fr. John, Gosia C, David H,

Fr. Mariadass opened the meeting with a prayer.

Bernie offered to stand down as secretary as, due to other commitments, she is unable to produce minutes promptly from each meeting. It was agreed that Bernie would continue as secretary to the committee.

1) **Minutes of the previous meeting and matters arising**

The minutes of the previous meeting held on July 9th were approved.
Mark H produces an end of year financial report for St. Teresa's. It was agreed that Fr. Mariadass would share the report with Claire, who will then produce an end of year report for St. Aidan's in April next year, once this financial year ends.

2) **Update from Property Manager**

St. Aidan's: The new hall floor has now been completed at a cost of approximately £5,000-£6,000. Money has been moved from the deposit account into the current account to pay for the work.
The Tabernacle has been repositioned on the altar.
Work is currently being carried out trying to clear the house before it can be refurbished. The Diocese are involved. The Diocesan plumber and electrician will be asked for quotes for the work, but additional quotes will also be sought. Some items will be moved to St. Teresa's and some into the office. The aim is to have it ready for renting out next summer.
It is hoped that we will have enough money in the deposit account to pay for the work, with the money be recouped from rent.
St. Teresa's: Work has begun on the new altar. The Diocese were involved with the work on the new accessible toilet, half of the counting room has been used to accommodate it, at a cost of approximately £5,500.
The heating in the church is broken and new heaters are needed. Eleven heaters have been condemned. It will be possible to mange this winter until the work can be done. The Diocese have been asked for advice about low energy options. The work will cost over £10,000, with the first quote being £21,000.

The parish advisory group are going to fundraise towards the new heaters. Money raised will go into the parish current account, with Brian creating a new column in the accounts named "Church Maintenance". The money raised will be transferred monthly into the deposit account.
Discussions have been held about solar panels for the house. The Diocese are looking into this.

3) Review of Current Financial Situation of Both Parishes.

St. Aidan's:

The current account stands at £15,445.
For the six months April – September, income from loose plate collections has gone up by 18%, but income from gift aid and standing orders has gone down by 25%.
Payments for the months July – September have increased from the same period last year and income has gone down. Income from rents is down due no longer receiving rent for the house or councillor surgeries.
The following table shows a summary of the collection amounts for the last three months, with the figures for 2018 included for comparison:

	July19	**Aug 19**	**Sept 19**		**July 18**	**Aug 18**	**Sept 18**
LoosePlate	£779.50	£941.00	£882.70		£906.50	£466.00	£971.00
Gift Aid and StandingOrder	£941.50	£936.00	£981.20		£1,173.50	£852.00	£1,161.00

Total Income for Period April – June 2019 £8,081.00
Total Income for period April – June 2018 £11,621.00
Total Payments for Period April – June 2019 £11,399.
Total Payments for Period April – June 2018 £8,070.10

St. Teresa's:

The current account stands at £29,263.69
Income for the last six months remains fairly stable.

4) Data Protection and GDPR

Katherine Nugent from the Diocese will be attending a meeting for both parishes. Everyone involved in using data in the parish is invited to attend. It was agreed that a Monday night would be most convenient. Fr. Mariadass will let everyone know the agreed date.

5) Any Other Business

5.1 A new Keep Fit group using St. Aidan's hall has advised Anne that a Music License is required, costing approximately £200. Anne will go ahead with this.
5.2 The stage curtains in St. Teresa's hall are falling down. Anne has contacted the company who put them up. A £60 call out fee will be deducted if more than £200 is spent.
5.3 A 100 or 150 club to be organised at St. Teresa's will go towards church maintenance. A license is not needed.
5.4 Brian will speak to Tony about a "Top 10 Draw" which could be combined for both parishes.
5.5 St. Aidan's are holding a Christmas Raffle. Funds raised will go towards parish funds.
5.6. St. Aidan's are running the First Holy Communion preparation this year. Medals etc. will be purchased from parish funds.
5.7 It was agreed that parishioners could be asked to review their weekly donations.
5.8 Claire is in the process of changing energy suppliers for St. Aidan's, the Diocesan central group is for electricity only and does not include gas. The new occupants will take on the energy costs for the house.

6) Date and times of future meetings

Tuesday 18th February 7.15pm at St. Teresa's