

Finance minutes July 2023

St. Edmund's Bungay & Harleston Parish Finance & Fabric Committee
Minutes of the Meeting held at the Presbytery at 7.00 pm on Monday 3rd
July 2023

Those attending: Pio Altarelli, Peter Johnson, Terence Jones, Neil Mayhew, Mark Kalinaukas, Crispin Muir, and Sue Allen.

1. Welcome and prayer: Chair – Terence. Minutes – Sue. Sue opened with a prayer.

2. Apologies: received from Fr Mike Brookes and Sue Riseborough.

NOTE: Under Diocese guidelines for PFFC, a committee quorum was not met in the absence of a parish priest. This meeting would be recorded as for information and discussion purposes with committee members.

3. Previous Minutes – matters arising: Covered under Agenda.

4. Treasurer's Report: Neil explained that offertory income projection may slightly increase, although there was still a net deficit predicted this year. Water. A credit of £1944 had been received from Wave Water re flooding at Jays Green. The Committee thanked Neil for his perseverance to get this credit for us. Insurance will not cover £1400 re repairs to leak but will pay for carpet. Electricity. Unit and Standing Charges were increasing this month. IFM (Interdiocesan Fuel Management) had a new Contract which was 100% green. Unit Charge 4% up and Standing charge 71% up. The annual budget estimate of £13500 will likely increase. Meters to be checked regularly and, in preparation for winter, thermostats considered replaced if broken or inefficient. Levies. Annual Diocesan tax may be around £12,000, being 37% of offertory income. Neil will explore whether we could put money aside for some interest – example diocese parish account – to build up the fund for tax.

5. Kate Smith Trust Account Fund: In Sue R's absence Neil read her report. Figures as at 31st December 2022. Capital £56,705, disposable fund £10,810.66. Neil will discuss with Sue whether there would be Fund advantage not to draw down at present and let amount accumulate.

6. Stewardship Program Initial Feedback: Fr. Mike will be asked. Sue A said she had received 3 Gift Aid Forms from people who had not Gift Aided before. She would collect any completed forms and give them to Shirley. Donor machine £1000 since beginning of March.

7. Buildings & Fabric Team Report: Pio reported he was arranging all checks and tests and had taken steps to satisfy Fire Checks. Asbestos report still to be arranged. Pio will start a Log Book to record all information re dates for checks etc. and update it as necessary. Flammable curtains in Baptistry had been removed. Will Tyrell was helping with building works. Pio was thanked for his hard work.

8. Parish Hall School Lease Update: Notes of the Meeting on 30th June 2023 (Attached 1.) were discussed at length, and it was agreed all matters with present lease need to be regularised if possible. Thanks expressed to Neil.

9. AOB: None.

Date of next meeting: To be agreed on Fr Mike's return from his break.