



MINUTES OF THE FINANCE COMMITTEE MEETING
held on Thursday, 26th October 2017

PRESENT:

Father Vincent CURTIS

Tricia DAVIES Chris DRURY Mike GRIFFITHS Martin HINNIGAN Albert PACE

Dawn STRAKER COOK

Fr Vincent opened the meeting with a prayer.

1. APOLOGIES:

Arlene BAREA Cari DEPLA

2. MATTERS ARISING:

Minutes of the meeting held on 17th August were approved and signed.

3. CURRENT BALANCE:

This now stands at approx £21,000 thanks to further donations towards the heating costs and 100 Club subscriptions.

4. FUND RAISING:

100 Club: Tricia said that she hoped to secure 150 subscribers to the 100 Club. As only 105 parishioners had renewed their subscriptions to date (against 137 last year) she planned to extend the renewal date by one week. She said that she would like to display a list of last year's winners in the Hall. **ACTION: Father Vincent/Tricia** to appeal for further subscriptions/renewal after this week's Masses

Curry & Quiz Night: Tricia reported that FOSE had proposed another Curry and Quiz night, jointly with St Edmund's Church. The event is scheduled for 2nd February 2018 and Mike Kane, the school's chef had offered to prepare the curry.

Folk Group Event: The Folk Group has said that they would "like to do something" – possibly on the lines of *Songs of Praise*.

Gift Aid/Tax Back: Chris raised the question of Gift Aid, and was reassured that the Parish had received rebates, also tax back on cash collections.

5. BUILDING WORK/REPAIRS:

Church Hall: Heating work has been completed. The **mixer tap** is leaking badly and will be replaced forthwith.

Presbytery: Father Vincent's bathroom, (including shower) will be refurbished soon.

Trees: Father Vincent had received a quote of £1,450 for pruning and treating the two trees, one in the corner of the car park and the other near the garage. He was expecting another tree surgeon to call the following day - hopefully with a lower quote. (*A considerably lower quote has now been received*). Chris offered to prune the tree which overhangs the neighbour's garden. **ACTION: Chris** to prune tree.

Trench/Hedge facing road: Mike had done a sterling job digging the trench from the road in readiness for the new gas supply. The hedge has been cut down, but a large bag of clippings has been left behind. A fence will be erected in place of the hedge. (It was hoped that litter previously thrown into the hedge would not be lobbed over the fence by the litterbugs!). Mike offered to grub out the hedge stumps. Hiring a small skip was mentioned. **ACTION: Mike** to tackle the hedge stumps.

ACTION: Albert to speak to the contractor about the clippings. (*these have now been removed*).

Car Park: Father Vincent mentioned that parking by unauthorised users in the Church car park was getting out of hand; a couple of trucks and a van with trailer had parked in just the last week without having the courtesy of asking. Some of the "offenders" had been rather rude. Posts and chains with a security lock were mentioned, but the matter will be put on hold for the present as it was not felt to be a priority.

6. CHURCH & HALL HEATING:

Martin reported that the trench had been dug to take a 63mm gas pipe line. The Committee approved the purchase and installation of the new gas meter, quoted at £749.68 inc. VAT by our current supplier, **Total Gas**. Three quotations have been received for the boiler, one from **Ultra Warm** for £5,841.60 inc. VAT, a second from **Devizes Heating & Plumbing** for £5280 inc. VAT and the other from **Andy Walker** for £5112 including VAT and the installation of the pipe-work. The Committee decided to accept Andy Walker's quotation and Martin would inform Derek Salmon, Head of Property Services, Clifton Diocese of the current position. Andy would be asked to proceed with the work as soon as possible i.e. prior to the installation of the meter, which it was thought would take two to three weeks after receiving the letter. **Martin** offered to lay a path at a future date. **ACTION: Martin** to contact Derek Salmon re. the current state of play.

7. HEALTH & SAFETY MATTERS:

Fire Risk Assessment: Albert has obtained a very reasonable quote for this at £150. **Accepted.**

Manual Handling Procedure: Martin has prepared a questionnaire to be completed by all those involved in manual services for St. Edmund's. He will send these out around 7th November.

ACTION: Martin to send out questionnaire.

Personal Safety of Parish Priest: Father Vincent confirmed that there was a chain on the door to the Presbytery and an outside light. However, there was a general feeling that further safety measures should be put into place such as an alarm system and a spy-hole in the door.

8. ANY OTHER BUSINESS:

Fire Drill: An evacuation drill had taken place and Martin would inform the Diocese that this has been done.

Father Vincent brought the meeting to a close with a prayer and his thanks to all present for their attendance.

**THE NEXT FINANCE COMMITTEE MEETING WILL BE HELD ON
THURSDAY, 1st February 2018 at 7.30p.m.**