



MINUTES OF THE FINANCE COMMITTEE MEETING
held on Thursday 8th February 2018 at 7.30 p.m.

PRESENT:

Father Vincent CURTIS

Arlene BAREA Tricia DAVIES Chris DRURY Máire FLACK Martin HINNIGAN

Albert PACE Dawn STRAKER COOK

NOTE: Michael AINSWORTH had expressed an interest in joining the Committee.

Fr Vincent opened the meeting with a prayer.

1. APOLOGIES:

Mike GRIFFITHS

2. MATTERS ARISING:

Minutes of the meeting held on 26th October 2017 were approved and signed.

3. CURRENT BALANCE:

This now stands at approximately £18,000. Second collections amounted to £1,197.03 which should come off this figure.

4. 2018 BUDGET

Albert produced a balance sheet showing Budgeted and Actual income and expenditure for the years 2016 and 2017, with a projection for 2018. Total INCOME for the year was estimated at £47,300; which reflects loss income from Hall rental. Total EXPENDITURE was estimated at £47,039, which includes £10,000 for work to the bathroom in the Presbytery. Health and Safety requirements and trees work. (see 6. below).

5. FUND RAISING:

100 Club: Tricia reported that there are now 141 paid-up members, resulting in a surplus of £120. Her suggestion of offering a bumper prize of £60 in April and October (apart from the monthly prizes of £15, £20 and £25), was approved.

Curry & Quiz Night: This event will take place on 2nd March at the school. The ticket price @ £7 per head was approved.

6. BUILDING WORK / REPAIRS:

Hall: A new water heater has been installed, and £200 paid out. Paul Blake will organize repainting.

PAT testing has been completed. **Major tree work** has been carried out and £700 paid.

Minor tree work will be done by **MIKE GRIFFITHS:** a skip will have to be hired to take the hedge stumps and unwanted items from the Hall and Presbytery (such as a tumble drier).

The Fence was damaged by the recent high winds and has been repaired.

Father Vincent mentioned that a trampoline had blown into the garden, and lay unclaimed for over a week!

Gas Certificate has to be obtained to conform to the new Boiler-Makers" Scheme. We await the Certificate to come through from Andy Walker who is dealing with the registration.

7. HEALTH & SAFETY MATTERS:

Fire Risk Assessment: This had been carried out at the end of last year. Martin said that the recommended work would prove expensive. He thought the Assessor's report contained a few minor errors, for example:

the asbestos issue had been addressed

there was more than one exit for wheelchair use; (the exit at the rear of the Church was thought perfectly adequate by our insurance assessor!). (Electric wheelchair user, Kevin Bewley, would be asked to try it out).

An internal review is conducted by us at 6-monthly intervals.

Votive candles are not a risk: however Holy Saturday vigil candles might be.

Church Electrical Installation: This was done on the 17/03/2016, we have the paperwork in the event the matter is queried. Unfortunately the assessor did not comply with signing and dating the necessary forms on display, hence the confusion.

Martin drew up an action plan in accordance with the high priority recommendations as under:

- (a) Install emergency lighting signs urgently and in the following order:
 - 5 lights: 3 inside the Church at each prime exit; 2 at each Hall exit.
 - 3 lights: 2 for the sacristy exit route, 1 at the main exit in the porch.
 - 1 light in the toilet. (This might not be required, depending on the area of the toilet space).
- (b) Install a ramp at the rear door of the Church
- (c) Explore the need for external signage: e.g. Fire Assembly Point / No Smoking
- (d) Update assessment of church and hall Fixed Electrical Installations.

NOTE: Medium risk actions recommended by the assessor will be considered at the next FC meeting.

ACTION:

- (a) **Chris Hood** to be asked to quote for provision and installation emergency lighting. Martin thought the cost would be in the region of £45 per 30 volt light with an LED strip, with connection to the mains supply an add-on cost.
- (b) **Mike Griffiths** to be asked to quote for concrete ramp at the rear door of the Church.

8.

Credit Union: This organization has informed us that they have now moved their meetings to the Library and will no longer be renting the Church Hall. They hope the move will attract more people. They have asked if we could continue to store their property until mid-June. **Agreed.**

The A.A. rent the hall for 2½ hours 4 times a week @ £25 per month which works out at £2.50 per hour. It was **agreed** to ask for an increase to £30.

9. Churches Together have asked for an increased contribution - from £50 to £100 per annum. **Agreed.**

10. Presbytery bathroom A quote has been received for £4,000, with tiles and floor covering to be provided by the client. Two further quotations need to be sought. Martin suggested asking K4 Kitchens to quote..

11. New cheque and paying-in books have been received from National Westminster. The transition to a Limited Company has been easy. (see *1st June 2017 minutes*).

12. Gift Aid forms and envelopes are in the porch.

13. A.O.B.

- **Parking** continues to be a problem with cars being parked indiscriminately by attendees at Sunday Mass. "No Parking" areas are ignored and short of the car park being marshalled by volunteers, no other suggested alternatives are viable. .
- **Electric heaters** have appeared in the Hall. If unclaimed, they will be taken into the Presbytery for safe-keeping.
- **The theft** of chimney pots embedded in the garden had been discovered a few days earlier.
- Father Vincent put in a plea for the purchase of **new garden furniture** – but at a later date.

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, 3rd May 2018 at 7.30p.m.**