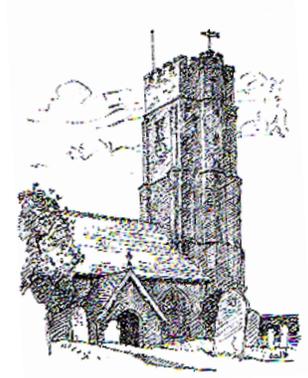


# Friends of St. Peter's



## **Friends of St Peter's Annual General Meeting** Saturday 4 May 2019 in St Peter's Church, Stoke Fleming

### **MINUTES**

#### **Those Present:**

- Committee: Rokie Shiffner (RS – Chairman), Rick Kemp (RK – Treasurer), Anne Bailey (AB – Secretary), Suzie Dodsworth (SD), Jan Lloyd-Edwards(JL-E)
- Other members and visitors: 14

#### **1. Welcome**

RS welcomed everyone to the meeting; she thanked members for coming and for their continuing support over the last 12 months.

#### **2. Apologies for Absence**

Apologies had been received from: Norman Lloyd-Edwards, Joan & Trevor Mason, Liane Baldock, Mike Dodsworth, Mary Newman, Doug Willison, Garry & Celina Cooper, Jenny Farmer, David & Rosemary Boutle.

#### **3. Minutes of Last AGM (28 April 18)**

The Minutes of the last meeting were agreed. Proposed: Jan Lloyd-Edwards, Seconded: Diana Knight. There were no matters arising not covered elsewhere in the Agenda.

#### **4. Chairman's Report**

Two fundraising events had been held since the last AGM: a stall at the village 'Hort and Sport' and a Race Night at Stoke Lodge. The Hort and Sport is not a major fund-raising event for FOSP, but we feel it is great fun and supports the Village, and is a good publicity opportunity. The Race Night in March had been a great success; RS thanked all those involved in organisation and sponsoring raffle prizes, and also thanked Suzie Dodsworth for her "Friends' notecards" which she has sold at our various events making a continuing contribution to our funds. RS reminded members of "Easy Fundraising", which raises money through on-line purchases from participating retailers at no cost to the purchaser. More details can be found on the website, or from Secretary AB.

The year 2018-19 had been unique in that the Friends had not been actively involved in any major church work. This has given the Committee a valuable breathing space in which to take stock and in particular to assess our regular rather than specifically fund-raising income; this would be addressed in the Treasurer's Report.

One of the projects discussed at last year's AGM had been the improvement of the churchyard footpaths. Through Mike Simons at the Loam Rangers the Committee had learned of the Community Rehabilitation Company and has agreed to fund, at a cost of £200.00, one day's work (hoped to be divided into two half days) to clear bushes and surface growth from the churchyard paths so that their

true underlying condition could be established. The Chairman stressed that it is important to understand that this contribution does not mean the Friends are taking on any responsibility for regular churchyard maintenance.

RS reported with much regret the resignation of Jan Lloyd-Edwards from the Committee. She had played a major part in our development and activities over the last 6 years and her support and calm and wise counsel would be greatly missed. Tim Hailstone had been proposed to replace her as the fifth member of Trustees and was standing for election at this meeting. JL-E commented that she was sad to be leaving such a great team and that she had hugely enjoyed her time on the Committee.

Following Jan's resignation, and reviewing the past year when holidays and absences had made it difficult to convene meetings, the Committee had realised that it needed to be enlarged. However the Friends' Constitution stipulates that 'The Committee of Trustees should be formed of Chairman, Treasurer, Secretary, plus up to 2 other members' (i.e. 5 in total). The Committee would like to have the option to expand this group by an additional three members.

RS asked the AGM to approve a change to the Constitution to allow the Committee to be increased by up to another 3 Trustees; Secretary Anne Bailey put the motion forward, a vote was taken and the motion carried unanimously. Application forms for Trustee members had been brought to the meeting.

#### **4. Treasurer's report**

The Financial Statement was circulated and is attached; it shows a balance at 31 March 2019 of some £12,280. This represents an increase in balance of £4,450 from last year, as we have not had any major expenditure. Whilst it is not the intention to amass large sums in the bank account, this has been a year of consolidation, and funds are now available if new projects are required. Money from the Race Night in March would be accounted for in the 2019/20 accounts. Rosemary Minshall noted that some £1,500 recovered VAT from the Listed Places of Worship Scheme, in relation to FOSP's contribution to the windows expenditure in 2017, was being held in the Tower Fund but allocated to FOSP.

Our membership contributions for the year were from 45 active members paying by standing order. We have also received several donations, and a significant return in Gift Aid. AB reminded members that new joiners were always welcome and asked the meeting to recruit their friends if possible. Membership forms were available at the meeting and can be obtained on the website, or from the Secretary. RK plans to write to members who pay annually by cheque on an ad hoc basis, reminding that payment by Standing Order has the advantage of giving a predictable income. However, he remarked that the Bank was scanning handwritten cheques, and if the payee name was not accurately entered, they would be rejected.

RK explained that Charity Commission registration had not been pursued, as the regular income did not reach the required threshold. Graham Fice endorsed this position, but reminded the meeting that registration, whilst involving extra workload, made applying for grants easier, if that was required.

Adoption of the accounts was proposed by Robin Shiffner, seconded by Sue Tweed and approved unanimously.

#### **5. Committee Nominations/ Election**

AB explained that the Constitution requires members of the Committee to stand down annually at the AGM, but they can stand for re-election if willing to do so. As previously reported JL-E had stepped down at this meeting and Tim Hailstone had been proposed to replace her. The other committee members were willing to stand for re-election and this composition was proposed by JL-E, and seconded by Terri Larsen.

The change to the Constitution approved at this meeting allowed for up to 3 additional committee members to be elected. Kevin Sumner was proposed by SD and seconded by RK. There were no other nominations for committee positions and this election was approved unanimously.

#### **6. Projects**

As the Chairman had remarked, during the more peaceful year of 2018/19 the committee had taken

the opportunity to review the state of its finances, both from regular income and fund raising, with a view to scheduling major work into the future. There is still work to be done to renovate the remaining stained glass windows, only the 4 most severely damaged having been restored so far. The Committee has decided they should put in place a commitment, finances permitting, to support the renovation of 2 of the remaining windows every 2 years. The first to be addressed is the vestry window which has recently been uncovered and revealed to be in a serious state. The estimated cost for this is £2,500 + VAT, and it had already been agreed that work on this could be commissioned immediately, fully paid by FOSP.

The overall “windows” project includes removing and not replacing the external protective mesh, which looks unsightly from the outside and restricts the light entering the building. Graham Fice asked if there was any insurance implication to this. Rosemary Minshall replied that any damage would be covered by the church insurance, but that premiums might be increased in the event of a claim.

Other projects under consideration are:

- Churchyard paths – these still need to be cleared to assess what, if any, major refurbishment is required. RS said that an alternative option of a working party from the Village, followed by a pint at the Green Dragon, had been discussed.
- Flagpole – the current flagpole is timber, and rotting, and is fixed to part of the parapet which is cracking and requires “stitching”. We have a quote for some £3,800 + VAT for replacement and installation of a new flagpole, but not yet for the stitching. £600 has been paid to the structural engineer for his advice. When the total estimate is available we will consider whether or not to contribute towards the replacement. Patsy Lancashire, from the floor, commented that it was good to see a flag flying on the tower on special occasions.
- A new church architect has been appointed and improvements to the back of the church are being considered by the PCC. When any plans are in place it might be appropriate for FOSP to contribute towards particular aspects of this. This is on-going.

## **7. Fundraising**

RS stated that it has been difficult to justify active fundraising without a particular project to support. This will be easier now that the on-going schedule for the remaining windows has been approved. Various ideas have been discussed, and the committee will review the options over a period. Ideas include: another Village Concert, a visiting choir, a New Year lunch at Venus Café, a classic film night, a car rally or treasure hunt, another quiz night and an auction of promises. Any other ideas and volunteers to help with organisation are welcome.

Graham Fice commented that there might be an opportunity to capitalise on the increased number of visitors during the Mayflower commemorations in 2020.

## **8. Any Other Business**

- a. On behalf of the PCC and the Church, Peter Barker expressed appreciation and thanks to FOSP for their continuing support and help in maintaining the church as a very special building in the Village.
- b. Heather Stramik presented copies of the new, printed Annual Church Report which will be distributed throughout the Village.
- c. Graham Fice noted the absence of a Church or Parish website, but commented that the FOSP website was useful.

**Treasurers Report Friends of St Peter's Financial Year 2018 – 19**

Year ending 31 <sup>st</sup> March 2019			2017 – 18
Receipts	£	£	£
<b>Subscriptions</b>			
Standing Orders	2,404.00		
One off annual payments	842.00		
<b>Total</b>		<b>3,246.00</b>	<b>3,266.00</b>
<b>Gift Aid</b>		<b>903.28</b>	
<b>Other</b>			
H. Speed donations	354.63		
Hort and Sport	125.00		
Easy fundraising	26.72		
<b>Total</b>		<b>506.35</b>	
<b>Total receipts in this financial year</b>		<b>4,655.63</b>	<b>9,087.62</b>
<b>Expenditure</b>			
Hort & sport pitch	18.00		
Annual website fee	60.00		
Folding display board	86.09		
Race night DVD package	39.00		
<b>Total expenditure in this financial year</b>		<b>203.09</b>	<b>11,057.13</b>
<b>Total surplus in this financial year</b>		<b>4,452.54</b>	<b>-1,969.51</b>
<b>Bank Balance b/f from last financial year</b>		<b>7,831.62</b>	<b>9,801.13</b>
<b>Balance as of 31<sup>st</sup> March 2019</b>		<b>12,284.16</b>	<b>7,831.62</b>

Note £142.97 of petty cash held in addition to main bank account balance.  
Increase of £23.01 from last year due to small cash donations.

£50 will be transferred to main account post AGM.