



Our Lady and St Thomas of Canterbury Wymondham
Finance Committee

13th October 2021 (Wed)

7:30pm (via zoom)

Minutes

In attendance

Fr Pat Cleary
Fr Denis Gallagher
Nick Williams - Chairman
Martin Mclroy – Treasurer
Jenny Lysons – Member (via phone)
Moira White - Member
Ella James – Member
Chrissie Baldwin – (Minutes)

No:	Minute:	Action
1.	<u>Opening Prayer</u> Opening prayer- Father Pat led the meeting with a prayer	
2.	<u>Apologies</u> Felix Desira	
3.	<u>To agree minutes of the last meeting () with any matters arising</u> The minutes were proposed by Ella James and seconded by Jenny Lysons Matters arising - June cash position was £8582 Martin reported that he continues to look at moving to an ethical bank – Coop and Martin continues to consider the positives and negatives of the arrangements. From a practical point of view, banking at the post office on Lime Tree Ave may be more difficult than current arrangements which would be the method of dealing with Cash. It was agreed by all to leave as it is currently	
4.	<u>Financial Dashboard (July – Sept)</u> Martin (Treasurer) presented the Parish Financial Dashboard, which was circulated prior to the meeting. The dashboard was Proposed by Nick and seconded by Moria <u>Issues covered in the report were:</u> <ul style="list-style-type: none"> • Income against 2020 up by £13,500 • Exp includes £4800 transferred to the diocese account. This is a transfer but Martin has noted as an expense in the dashboard 	Martin

	<ul style="list-style-type: none"> • The dashboard does not include the levy which is paid out of the levy account. • At the end of August, the diocese account received the gift aid monies. • Monthly net cash position Feb had a low closing balance 3k - we are now up to 13k which is a much stronger position. • Collections and Standing Orders (SO) shows good recovery. Income in the parish which excludes Fr Denis income places us in a much better position and is well above 2019 figures • SO trend is still on an upwards trend - YTD is now at £15,400 vs £11,400 in 2020 and £9,700 in 2019 which accounts for 57% of plate giving. • Hall rental – This is recovering well but to maximise income we still need to sell the vacant spots • Expenditure – we are maintaining costs. The September accounts will show the expenditure that has been paid out on the on the hall <p><u>Point to note</u></p> <ul style="list-style-type: none"> • Stepping stones up to full payment • Wymondham Chorus – Is now hiring the hall • Pilates – stopped with no more bookings forthcoming • Looking to consider dishwasher – a industrial type one – It was agreed to discuss at the next meeting. <p><u>Income</u> <u>Restricted funds</u> £6300 community project £400 FEPOW</p> <p><u>Prison Income</u> from Fr Denis - £1169 per month and is one of the primary reasons that the parish is in such a healthy position.</p> <p><u>DONA monies</u> are going into the primary collection and not sure how to break this down. Ella to look at this for update at the next meeting.</p> <p>Bank balance should end up with 7 – 8k in balance to allow a contingency for cash flow reasons.</p> <p>The balance for diocese account by end of June - £90,000</p> <p>Parish Computers – Spoke to IT chap as to who has Parish Computers, Martin reported that the Finance laptop is now very outdated. Martin has asked IT to give recommendations for updates and will bring to a future meeting.</p> <p>Moira asked if we should be highlighting the breakdown of finance more clearly in the newsletter – Fr Pat agreed that we should include SO as an average for weekly giving.</p>	<p>MW</p> <p>EJ</p> <p>MMc</p> <p>MMc</p>
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	<p>The committee discussed the best way to communicate the finance to parishioner's and all present agreed that an open parish meeting that provided a financial report would be a good way forward. Fr Pat to speak to Teresa Wiseman as Parish Chairman. Fr Pat also proposed that Martin and or Nick presents the finances at mass on a regular basis (perhaps 3 x year) and being available for questions at coffee after mass. All present agreed keeping it simple was key and Martin seconded. Moria and Martin will take off line to agree way forward</p> <p>Budget – To agree the 2022 budget at the next meeting.</p>	<p>r Pat</p> <p>MMc MW</p>
<p>5.</p>	<p><u>Community Outreach Update</u></p> <p>Arnie gave an update on outreach work;</p> <p>3 significant payments to the outreach project –</p> <p>Donations Sponsored walk Rotary Club</p> <p>We also have money for cash and donations of food and clothes which are still coming in and filling gaps in the community where we have had instances of those suffering domestic abuse who need our help.</p> <p>Offering Support</p> <p>Since the Citizens' Advice Bureau has closed, people have started to come to us for advice. For example;</p> <ul style="list-style-type: none"> • We are currently assisting a mother of 5 who is in a long-term dispute with her landlord. • supporting a gentleman who was being evicted • Domestic abuse victim seeking refuge was sign marked to us from Local Government and we were able to provide uniform for the child. • We are also supporting A gentleman who is homeless and living in his car and trying to get him housed. <p>We continue to offer food parcels - about 80 people each calendar week. Opening on Tuesdays and Saturday's catering for people who have nothing or running short.</p> <p>Working with partners</p> <ul style="list-style-type: none"> • establishing links with Hethersett Hearts who have set up a group • also helping to set up with a group with some difficult cases. • Linking up with Alive church and Baptist church. • Norfolk Police are also very supportive of what we are doing. Responding at very short notice. 	

	<p>Media attention</p> <ul style="list-style-type: none"> • Photos in Narthex, about Anne Bales clothing, using the community van for middle east being distributed to refugees. • Lady Dannatt (Lord Lieutenant of Norfolk) has visited to find out more of what we are doing in Wymondham and was glowing and supportive of work done to date <p>Arnie received a civic award by Wymondham Town Council.</p> <p>Nick thanked Arnie for the update and asked if Arnie would be prepared to share this great work with the community at the all-parish meeting.</p>	
6.	<p>Site update:</p> <p>Moria provided an update on Site issues;</p> <ul style="list-style-type: none"> • To date we have spent around 5.5k on hall. • We do not have a church hall committee Moria considers is causing issues. • Blood donors have enquired if they can hire the hall on a regular basis – Charlie is working with them to see if this can be accommodated. <p>Thanks to Judith for tidy up day and for her hard work.</p> <p>Moria advised that next quarter consideration should be given to;</p> <ol style="list-style-type: none"> 1. A minor repair to the roof of the Narthex which is already programmed 2. Scope out what work, if any, is required to the cellar under the Presbytery 3. Continue to undertake further works to the grounds; some will be done hopefully by volunteers and other works undertaken by the groundsman. 4. Minor repair works to the Cottage – such as broken slabs 5. Consideration the future of the car port – As it is unused, we could take off the roof keeping the space for storage <p>Jenny proposed the works as mentioned above, Ella seconded.</p>	
7.	<p>Fr Pat – Finance reporting</p> <p>As discussed above in the financial dashboard item it was agreed by all that a reinvigorated Parish Council could include financial reporting at open parish meetings – Jenny said from her knowledge of the past an open meeting was held annually at a weekday evening. Fr Pat proposed a few standard items on the agenda such as Finance and catechesis with the meetings open to all which is hugely important, all in attendance agreed.</p>	

	It was agreed to go for a date with coffee and biscuits and go for it!! Sat morning in November 20 th at 10:00am Fr Pat to check with Charlie that hall is free and will discuss the details with Teresa who will chair it.	Fr Pat
8.	<p><u>AOB</u></p> <p>Attleborough mass – Fr Pat reported that as soon as we are able, we will be holding masses in Attleborough once again.</p> <p>Anne Lister and Fr Pat in liaison with the Baptist church.</p>	Fr Pat/Anne Lister
9.	<p>Closing Prayer – Fr Denis closed the meeting with a prayer.</p> <p>The meeting closed at 9:15pm</p>	Fr Denis