

**FRIENDS OF ST. MARGARET'S CHURCH - CIO**

**MINUTES OF THE TRUSTEES MEETING OF THE FRIENDS**

**OF ST. MARGARET'S CHURCH - CIO, HIGH HALSTOW. HELD**

**ON TUESDAY 19<sup>th</sup> SEPTEMBER 2023 AT 7.00 PM IN ST. MARGARET'S CHURCH, HIGH  
HALSTOW**

**TRUSTEES PRESENT:** Mike Meredith (Chairman)  
Raymond Collins (Treasurer)  
Chris Cook (Minuting Secretary)  
June Collins  
Maggie Ryan (Correspondence Secretary)  
Jane Cook  
Carole Cocup

**APOLOGIES:** Rev. Stephen Gwilt  
Chris Peek  
David Laphorn

**MINUTES OF THE MEETING HELD ON TUESDAY 16<sup>th</sup> MAY 2023.**

The minutes of the meeting had been circulated in advance.

The chairman reviewed the minutes.

There being no amendments, it was proposed to accept the minutes.

Proposed by Raymond Collins

Seconded by Carole Cocup      The vote to accept the proposal was unanimous.

They were then signed by Mike Meredith (Chairman) as a record of the meeting.

**MATTERS ARISING FROM THE MINUTES, NOT LISTED AS A SEPARATE AGENDA ITEM:**

There were no other matters raised.

**FINANCE:**

Raymond Collins (Treasurer) gave an update on the FOSM accounts up to 19<sup>th</sup> September 2023.

A copy of these accounts are attached to these minutes, as an addendum.

To summarise:-	Income is	£18,450.59.
	Expenditure was	£ 2,411.14.
Available funds are:-	Roof repairs	£32,214.29.
	Organ repairs	£ 5,487.50.
	Grouting	£ 1,000.00.
	General	£15,970.46.
	<b>TOTAL</b>	<b>£54,672.25.</b>

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Mike Meredith confirmed to the meeting that the FOSM had received a very generous bequest of £10,000. This was very welcome and a complete surprise.

The bequest was from the estate of Beatrice Frances Doreen Beckett. Mike Meredith has written to Martin Tolhurst Solicitors, the estate solicitors to thank them and to ask them to pass our appreciation to any relatives that Beatrice had.

### **CORRESPONDENCE:**

#### **a) PCC Wish List.**

A copy of the PCC wish list was distributed to all trustees as an addendum to the minutes of the last trustees meeting of the 16<sup>th</sup> May 2023.

The chairman read out the list, and each of the 9 items was individually considered. Since the list was sent to the FOSM, we were informed that items 4 and 8 have already been completed.

After much discussion it was agreed that we would prioritise funding for item 1, that is the internal decoration of the church and item 2, the restoration and cleaning of windows.

There was also an appreciation that item 5, solar panels and item 6, a new church heating system were also important issues. It is possible that the PCC may obtain external funding for the solar panels and they are discussing options for item 6, a new heating system. It was therefore agreed that the FOSM Trustees would delay a decision on these two items until further information was received from the PCC.

Raymond Collins (Treasurer) then informed the meeting that with the expected completion of the replacement of the temporary felt roof scheduled for this year, the current agreement that 50% of FOSM income would be 'protected' for this project would no longer be appropriate. He suggested that we should consider continuing to 'protect' monies for other priority projects.

With the meeting already agreeing to prioritise items 1 and 2 of the PCC wish list, it was agreed we would protect 40% of income for item 2 (windows) and 10% for item 1 (decoration).

#### **b) Organ**

A copy of the letter to the FOSM from the PCC regarding the restoration of the church organ was distributed to all trustees as an addendum to the minutes of the last trustees meeting of the 16<sup>th</sup> May 2023.

We were updated on this PCC project by Maggie Ryan.

Due to a very kind donation to the organ fund, nearly a third of the restoration cost has now been raised.

Mike Meredith suggested that other sources of funding may well be available for this project and Maggie Ryan agreed that this was going to be investigated.

It should be noted that the preferred company for the restoration of the organ are very busy and are not available to undertake this work for another 12 months

**MEMBERSHIP:**

**Leaflet and Direct Debit Form.**

Mike Meredith reminded the meeting that at our last trustees meeting, it was agreed that a small sub-group consisting of Chris Peek, Raymond Collins and Mitchell Dowsett would consider the options for an updated FOSM leaflet and make a proposal to the trustees.

The subgroup have completed their review and distributed to all trustees not only their proposal for a new leaflet but also a new standing order mandate form and a new application to join the FOSM form.

There was agreement at the meeting that the subgroups proposals should be accepted in full.

There was then a discussion about how many copies of the new forms we should consider ordering and if we still want to include one in each copy of a future High Halstow Times.

The new High Halstow Times editor was to be contacted to see if this is still an option and if they would use one of their pages to print our leaflet.

Raymond Collins also agreed to obtain a quote to print enough copies that, subject to agreement, we could include in the High Halstow Times.

The trustees voted to thank Chris Peek, Raymond Collins and Mitchell Dowsett for their sterling work.

**PUBLICITY AND COMMUNITY LINKS:**

The chairman confirmed that points a – d in the agenda had all occurred and no further comments were necessary.

**FABRIC OF ST MARGARET'S CHURCH:**

- a) **Replacement of temporary felt roof.** Raymond Collins informed the meeting that an order has been placed for the replacement zinc roof and that work is scheduled to commence on the 2<sup>nd</sup> October 2023 and is expected to take 4-6 weeks subject to the weather. Hooray!  
He also informed the meeting that he had applied for grants to cover some or all of the cost of this work from two trusts. They are Congregational and General Charitable Trust and Benefact Trust.  
Neither has replied, as of today.
- b) **Building works funding.** Already discussed.
- c) **Organ fund.** (PCC) Already discussed.
- d) **Update on the Lychgate restoration.** (PCC) All works have now been completed.  
Another Hooray!

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- e) **The requirement for a roof alarm system.** (PCC) Jane Cook updated the meeting on this project. The roof alarm system will be installed, once the replacement of the temporary felt roof is completed.

June Collings agreed to liaise with 'Cactus' who are providing and installing the system.

Jane Cook confirmed that the PCC are funding this project, with the help of a £500.00 grant from the Friends of Kent Churches.

#### **REVIEW OF EVENTS HELD:**

- a) **Scarecrows.** Mike Meredith stated that this years scarecrow festival was not the success that he had hoped for. Although monies were raised, especially from Bradfords Garage collection box.  
There was then a long discussion regarding why the event was not as successful as previous years.  
The question arose, should we 'rest' the festival in 2024, or should we proceed with organising another?  
The majority opinion was that we should have a festival in 2024. The question arose, who would be prepared to assist with its organisation?  
With many trustees unable to attend the meeting, it was decided to postpone further discussion until the next trustees meeting. In the meantime perhaps trustees could consider, what if any help they could give?
- b) **Rectory Garden Party.** Mike Meridith stated that our stall at the party had been a great success. The scarecrows attracted many positive comments, both for the lady hanging out the washing and to Poppy who had arrived with her children!
- c) **Community Choir.** The 'Songs from the Musicals' concert was very well received, with a wonderful time had by all. Maggie Ryan thought that it had been one their best performances.

#### **FORTHCOMING EVENTS AND FUTURE PLAN:**

- a) **Christmas Concert.** There will be a community choir 'Christmas Concert' in the memorial hall on the 16<sup>th</sup> December at 7.30pm.  
All Trustees are encouraged to attend this concert.
- b) **A Taste of Christmas.** There will be a 'A Taste of Christmas' Christmas market in the village hall on the 17<sup>th</sup> November, commencing at 3.00pm.  
The FOSM will have a stall at the market with a selection of games, etc. Chris Cook and (hopefully) Chris Peek have volunteered to run the stall, with Raymond Collins who will be selling Christmas Cards.

- c) **Scarecrows.** Already discussed.

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**CHARITY COMMISSION SUB GROUP:**

The yearly submission to the charity commission is due to be reviewed. A sub-group of Mike Meredith and Raymond Collins have met and attempted to update the FOSM information on the Charity Commissions website. Unexpected issues prevented access, which means a further attempt will have to be made. There is currently no urgency as there are still 150 days before it has to be completed.

**SAFEGUARDING:**

No FOSM matters were raised.

**ANY OTHER BUSINESS:**

The meeting was informed of three further future events that were not on the agenda

- a) **Christmas Tree festival.** The annual Christmas tree festival will be in the church from the 16<sup>th</sup> to 23<sup>rd</sup> December. The church will be open on some evenings and the weekend to allow as many people to enjoy the displays.
- b) **Nashville.** Mike Meredith informed the meeting that a concert of 'Blues' music in the church is being organised. Cat Bloomfield and Mathew Crozer have kindly offered to provide an evening of music to raise funds for the FOSM.  
Mike Meredith is liaising with them regarding the date and time of the concert.
- c) **Garden Party.** Please note that the annual High Halstow Church garden party is expected to be on the first Saturday in July 2024.
- d) **Facebook.** Jane Cook raised the issue of the FOSM utilising publicity through the High Halstow Appreciation page on Facebook. The answer is not at the moment. Perhaps we could encourage somebody who is a regular user for Facebook to assist us with this task?

**DATE OF THE NEXT MEETING:**

The next Friends of St Margaret's Trustees meeting will be in the church on Monday 12<sup>th</sup> February 2024 at 19.00.

There being no further business, the meeting closed at 8.50pm.

SIGNED:

DATE:

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THE FRIENDS OF ST MARGARET'S CHURCH				
Accounts to date FY 2022/23				
				TOTAL
Subscriptions	45 Monthly	2 Annually		47
<b>Income</b>				
			Gift Aid added	
Subscriptions			3133.00	3133.00
Gift aid			696.41	696.41
Small donations (ad hoc)			100.00	100.00
Organ donation			4000.00	4000.00
Legacy			10000.00	10000.00
Donations (Re M Bulford)			172.81	172.81
			10.00	10.00
				18108.15
Scaricrow festival			171.17	171.17
Concert			152.86	152.86
Announ			18.41	18.41
				342.44
				18450.59
<b>Expenditure</b>				
Insurance			415.23	415.23
Miscellaneous			6.85	6.85
Roof repairs			1989.06	1989.06
				2411.14
			Income over expenditure	16039.45
			Bank balance	54669.14
			Cash	3.11
			Available funds	54672.25
			Reserves	
			Roof repairs	32214.29
			Organ repairs	5487.50
			Grading	1390.00
			General	15970.46
R Collins 19 September 2023				