

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 21st February 202 at 7.00 pm in St Margaret's Church

TRUSTEES PRESENT: Mike Meredith (Chairman)
Raymond Collins (Treasurer)
June Collins
Revd. Stephen Gwilt
Carol Cocup
Mitchell Dowsett
David Laphorn (Minuting Secretary in absence of CC)

ALSO PRESENT: Chris Peek (Membership Co-ordinator)

APOLOGIES: Chris Cook (Minuting Secretary)
Maggie Ryan (Correspondence Secretary)
Jane Cook
Tamsin Stowers

MINUTES OF THE MEETING HELD ON 27th SEPTEMBER 2022:

The minutes of the meeting had been circulated in advance in advance.

The Chairman reviewed the minutes.

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

Proposed by: Ray Collins

Seconded by: Carol Cocup

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 matters raised.

FINANCE:

Raymond Collins (Treasurer) gave an update of the FOSM Accounts up to 21st February 2023.
The detailed reports are attached to the minutes as addenda.

As a summary, we currently have 43 members who pay monthly, 3 annually and one 4 weekly. This is a net loss of 3 resulting in a reduction of £386.25 in subscriptions on an annualised basis.

The bank balance is £38 932.96, plus £111.02 in cash, making a total of £39,043.98. There is one uncashed cheque of £391.50, leaving a cashbook balance of £38,652.48. Giftaid is a debtor standing at £1,224.34.

Monies already ring-fenced are £30,025.62 for roof repairs, £1,495 for the organ fund and £500 for pointing. There is therefore £6,631.86 available for general expenditure.

CORRESPONDENCE:

Nothing to report, save that noted under relevant agenda items.

PUBLICITY AND COMMUNITY LINKS:

The HH Times and Village Voices had been contacted regarding recent fund-raising events. The Chairman said that he felt attendance at history talks was higher as a result. The use of the calendar of village events now being included in HHT will help to avoid date clashes in the future, to the benefit of all. Mitchell Dowsett and Mike Meredith will continue to contribute relevant and regular articles to HHT as material comes to hand.

MEMBERSHIP:

Details are reported under Finance. Chris Peek (Membership Co-ordinator) said there was insufficient effort to recruit new members. There are still a large number of leaflets that could be handed out. It was agreed to ask HHT to place one leaflet in each copy distributed, accompanied by appropriate text within the publication.

FABRIC OF ST MARGARET'S CHURCH:

Maggie Ryan and Mike Meredith had written to the PCC thanking them for their kind letter to all friends and asked them to consider what support the PCC would like in the future from the FOSM, itemising any proposals in order of their preference. To date, there has been no reply.

- a) Update on agreed building works:
June Collins reported that the east window only need cleaning, with no other repair work required. Some of the Higher level windows need attention.
- b) Replacement of temporary felt roof:
Raymond Collins reported that the Diocese has agreed to the roof being of zinc rather than lead. David Jarrett has been asked to draw up appropriate plans.
- c) Roof Alarm:

It was reported that Jane Cook has applied for funding for this project from Friends of Kent Churches who have offered £500 towards and anticipated cost of £2,500 .

d) Organ Restoration Fund:

Alastair Curtis has agreed to survey the organ for a fee of £100 and provide a quote for repair. As noted elsewhere, the Organ Fund currently stands at £1,495.

e) Update on Lychgate restoration (PCC):

A Faculty has been received. The trees have been pruned and B W May and Son are ready to proceed. June Collins said the start of work is imminent but must be completed by August 2023 under the terms of the Faculty.

f) Toilet/Kitchen Project (PCC):

June Collins updated the meeting on this PCC project, saying that a sketch had been received for consideration. Stephen Gwilt said that Medway Council required a fee of £600 to attend a site meeting.

REVIEW OF EVENTS HELD:

a) Christmas Market:

Deemed successful but not run by FOSM

b) Cinema History Talk:

Mike Meredith said this was very interesting and informative. However, numbers were down from the Railway Talk, probably due to a timing clash with Quiz Night in the Village Hall. The new HHT events calendar should help to mitigate future clashes.

c) Christmas Concert:

A very successful event enjoyed by the Choir and audience with over £300 raised. The Chairman thanked the High Halstow Community Choir for their ongoing support.

d) Christmas Tree Festival:

Mike Meredith thanked Raymond and June Collins for their work with the Festival, which provided added splendour to the Church adding to the ambience of Christmas Services. There was a need to promote the event more to encourage more viewing of the trees in future. Suggestions included the use of the church by the Primary School Choir, which Stephen Gwilt will take up with the Head.

e) Christmas Cards:

Raymond Collins reported that the sale of Christmas Cards raised £140.

FORTHCOMING EVENTS AND FUTURE PLAN:

a) Scarecrow Festival:

Mike Meredith repeated his call for assistance with organising the 2023 festival which will end with the Rectory Garden Party on 1st July where it is intended to invite a small number of Scarecrows to form a display on our stall. The event is intended to begin just before the summer half term on 22nd May, with no specific theme with the hope there will be greater participation. June Collins said she would get “Morris” out early as publicity.

b) Concert:

The transfer of rehearsals and the concert to the Memorial Hall was described as disappointing, arising from the lack of facilities in the church.

c) History Talk:

A Royal Interlude – the speaker is Peter Hurley, a former Ryal Equerry. Mike Meredith said he hoped for a good turnout, based on current ticket sales.

d) Sunflower Growing – Stephen Gwilt asked if there were any plans to repeat this competition. Mike Meredith said that there were no plans at present.

CHARITY COMMISSION SUB-GROUP:

Our Charity Commission details have been kept up to date by the chairman but will require updating at the end of the financial year once the accounts are audited. MM/RC to action. All details about our charity status can be found on the Charity Commission website. If you want to view the details you will be asked to enter our charity website number which is 1189941.

SAFEGUARDING:

Nothing to report

ANY OTHER BUSINESS:

Ray Collins asked if there was any information available concerning the sale of Christmas trees. Mike Meredith said he understood that the Brain Tumour Charity would benefit this year, not The Friends..

DATE OF NEXT MEETING:

The Annual General Meeting followed by a Trustees will be held in the church at 7.00pm on 16th May 2023.

There being no further business, the meeting closed at 8.15 pm

Addendum.

Attached Finance Papers.