

**Minutes of St. Mary's Whaddon, Parochial Church Council (PCC) Meeting
held at Turpins Farm on Tuesday 23 January 2024 at 8pm.**

The PCC is a group of people who, with the Vicar, oversee the life of the church to ensure we are focused on what Jesus wants us to do. We aim to seek God's will, work well together, reflect our values and take action for the future.

Present: Rev. Helen Orr (HO) (Chair), David Grech (DG) (Vice Chairman), Karen Coningsby (KC), Jenny Grech (JG), Anne Warrack (AW), Kay Clarke (KCI), Helen Strudwick (HS), Anne Newberry (AN), Peter Haselden (PH), Claire Hales (CH)

Action

1. **Opening prayers**

HO opened the meeting in prayer

2. **Apologies for absence**

Erica Coomber (EC), Simon Morris (SM),

3. **Minutes for approval and signing**

The minutes from the meeting on Tuesday 28th November 2023 were approved by the PCC and signed by HO.

4. **Matters arising not dealt with elsewhere on the agenda**

- a) DG reported that the Christmas card competition had gone well with a good number of entrants.
- b) HO suggested that a similar card competition could be run at Easter.
- c) A discussion was had regarding HO visiting Petersfield C of E primary school to lead an assembly. The PCC strongly urged HO to pursue the suggestion from a Whaddon parent as many children from the village attend the school and therefore, she is supporting those parishioners. Previous incumbents from Whaddon have visited the school in this capacity.

HO

5. **Correspondence**

There was no correspondence of note.

6. **Safeguarding**

AN informed the meeting that the Parish is now 96% compliant.

AN has attended the Leadership course which she found both interesting and useful. She has a follow up project to complete which may include an action plan for the Parish.

AN

It was felt that there should be a way to share this with the rest of the village so it is widely known that the Church is a safe place for all. Some more thought will go into how to celebrate and communicate this.

HO has also completed this Leadership refresher.

DG and JG must renew the foundation training by March 2024

DG JG

KC and HS are required to complete either the Leadership or Foundation course by May 2024.

KC HS

7. **Finance**

- a) JG spoke to the Treasurer's report and answered various queries to everyone's satisfaction.
- b) This led to further discussion on fund raising and it was suggested that another Jazz evening be held. PH agreed to speak to Janice to see if she would be happy to organise the event again.

PH

8. **Church Building**

DG updated the PCC on the current building works. Work will continue through February and hopefully be finished in time for the wedding in March. If not, they will ensure the Church is tidy and clear and then continue with works after it.

The work by the South door will mean that access to the Church will be via the Chancel door for a few weeks.

Earlier in January DG and JG conducted a Health and Safety audit. The path to the north door has moss which will be removed shortly. A trip hazard was noted by the tiles that the builders are working on which will be resolved as they complete the work.

9. **Synod meetings**

AW reported that there had been no Deanery or Diocesan Synod meetings since the last PCC and the Deanery still lacks a Secretary and Treasurer. They also still have the issue of not being able to access the Santander bank account. It was suggested that AW pass on PH contact details as he might be able to help with this.

AW

10. **Any other business**

- a) HS has been approached by several people asking to do the Hallelujah Chorus again this year. She feels it would be better to make this a biannual event. This led to discussions on these types of musical events with a variety of opinions given. The link between the Church and villages community was seen as being particularly important to continue and foster. The Jazz evening may be the vehicle for this in 2024.
- b) A request was received from Steve, the dog trainer, to use the Church for dog scent training. It was decided by the meeting that this was not appropriate or a safe environment for the dogs.
- c) Lent Course 2024 – HO suggested that DG contact Simon Morris regarding this and put forward the book Beloved Disciple for consideration. **DG**
- d) Annual Report 2023 – CH will send a copy of the 2022 report for all to see. The report should be completed and ready for approval at the PCC meeting on 13th March 2024. The deadline for contributions is 5th March 2024. **CH**
- e) JG raised the need for further copies of the Holy Communion booklet. This led to a discussion on which version of the Lord's Prayer should be used at St Mary's. Several members expressed their preference for the 'traditional' version whilst others considered it important to retain the current one. AW also asked whether it would be possible to include the access prayer if reprinting was happening. HO agreed to take a copy to ask Ely what is permissible when combining different styles of service. **HO**

11. **Review of services**

It was agreed the Church Wardens had seen the forthcoming schedule of services. A quick review was conducted.

Forthcoming services

HO is hoping to organise a Walk of Witness this Easter and will pass on details to publicise the event to the Village to CH. **HO CH**

12. **Date of Next Meeting(s)**

Tuesday 13th March 2024 at Spring Cottage.

13. There being no further business HS closed the meeting with a prayer.

Treasurer's Report 23/01/2024

The following 3 pages show the first draft of our Financial Statement for 2023. All the figures in red are estimates as I am waiting for the end of year statements for our CBF Church of England deposit funds, so don't have exact figures for the latest interest and dividend payments.

We made a small surplus during the year. In the General Fund receipts exceeded payments by £480. Our net assets increased from £20,600 to £23,800. However, the next stage of building work in connection with the heating project has begun and this will use all our existing money in the Fabric Fund.

General Fund

I haven't included the portion of the Diocesan Fees for weddings and funerals which we pay to Ely this year as these don't belong to us and pass straight through the accounts. They are excluded from the Annual Parish Return which I send to Ely, so if I include them on the Financial Statement, as in previous years, our total receipts and payments do not match on the two sets of figures. I have paid our Diocesan Fees for 2023, and they amounted to £481 in and £481 out.

The joint village fete, in its first year, yielded less income with more expenses than the old church fete, but it was still a valuable source of income.

Our insurance has gone up substantially, by 23%.

We had two fills of the oil tank in 2023 and only one in 2022 (fewer radiators!) which made a bigger impact on the increase in cost of the utilities than the rising price of fuel.

The large maintenance and cleaning expense this year is made up of boiler servicing and repair, the new Dyson and removal of the piano. We did have the boiler serviced in 2022, but I took that from the Fabric Fund.

Fabric Fund

The large grant received from The Listed Places of Worship Scheme in 2023 was to reimburse VAT paid on heating project invoices in 2022.

Ministry Share for 2024

Our Ministry Share for 2024 is £7,276.83 (10 instalments of £727.68 paid from February to November).

Jenny Grech

ST MARY'S CHURCH WHADDON

FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

GENERAL FUND	<u>2022</u>	<u>2023</u>
<i>Receipts</i>	£	£
Collections at services	1,911.50	2,177.83
Standing orders and gift aided donations	5,334.00	5,818.07
Income tax refunded on charitable giving	1,325.91	1,395.47
Other donations and sales	201.42	175.00
Grants	600.00	150.00
Fees for funerals and weddings	1,880.00	1,637.00
Church/village fete	2,541.66	1,387.64
Other fund raising	292.00	630.99
TOTAL RECEIPTS	14,086.49	13,372.00
<i>Payments</i>		
Ministry Share	6,723.19	6,997.07
Fees to diocese for weddings and funerals	659.00	-
Insurance	2,133.04	2,631.52
Utilities	732.16	1,463.40
Worship expenses and administration	165.53	293.85
Maintenance and cleaning	-	1,160.49
Churchyard expenses	110.00	110.00
Environment and sustainability	45.00	-
Cambridgeshire Historic Churches Trust	50.00	50.00
Fete expenses	-	176.22
Bank charges (Goodbox and SumUp)	17.61	5.64
TOTAL PAYMENTS	10,635.53	12,888.19
<i>Receipts minus Payments</i>	3,450.96	483.81
Transfer to Fabric Fund		2,500.00
Adjusted Bank Balance at 01 Jan	4,999.67	5,950.63
Adjusted Bank Balance at 31 Dec	8,450.63	6,434.44
Credit with Watsons Fuels	230.00	38.00

FABRIC FUND - RESTRICTED	<u>2022</u>	<u>2023</u>
<i>Receipts</i>	£	£
Donations	805.00	207.48
Income tax refunded on charitable giving	260.63	25.00
Fund raising	2,353.00	-
VAT reclaimed (Listed Places of Worship Scheme)	597.01	2,385.40
Church History booklet	-	106.00
Interest	179.58	322.14
TOTAL RECEIPTS	4,195.22	3,046.02
<i>Payments</i>		
Replastering	5,924.40	-
Heating project	8,388.00	-
Boiler service	154.68	-
TOTAL PAYMENTS	14,467.08	-
<i>Receipts minus Payments</i>	(10,271.86)	3,046.02
Transfer from General Fund		2,500.00
Account Balance at 01 Jan	15,326.47	7,554.61
Account Balance at 31 Dec	5,054.61	10,600.63

ORGAN FUND - RESTRICTED	<u>2022</u>	<u>2023</u>
<i>Receipts</i>	£	£
Interest	51.36	176.80
TOTAL RECEIPTS	51.36	176.80
<i>Payments</i>		
Organ repair	-	324.00
TOTAL PAYMENTS	0.00	324.00
<i>Receipts minus Payments</i>	51.36	(147.20)
Account Balance at 01 Jan	3,905.06	3,956.42
Account Balance at 31 Dec	3,956.42	3,809.22

CHARITY ACCOUNT - RESTRICTED	<u>2022</u>	<u>2023</u>
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Receipts	£	£
Dividends	278.98	279.65
Interest	43.40	130.54
TOTAL RECEIPTS	322.38	410.19
Payments		
Zoom account	143.88	-
Outreach material for worship	277.00	264.80
Musical outreach	112.46	-
Christmas card competition	60.00	70.00
TOTAL PAYMENTS	593.34	334.80
Receipts minus Payments	(270.96)	75.39
Account Balance at 01 Jan	3,150.58	2,879.62
Account Balance at 31 Dec	2,879.62	2,955.01

STATEMENT OF ASSETS AND LIABILITIES

AT 31 DECEMBER 2023

TOTAL	General	Fabric	Organ	Charity	TOTAL	
2021	Fund	Fund	Fund	Account	2022	
Cash	£ 6,434.44	£ 10,600.63	£ 3,809.22	£ 2,955.01	£ 23,799.30	£ 20,341.28
Watson Fuels Credit	£ 38.00	-	-	-	£ 38.00	£230.00
TOTAL ASSETS	£ 6,472.44	£ 10,600.63	£ 3,809.22	£ 2,955.01	£ 23,837.30	£ 20,571.28
LIABILITIES	-	-	-	-	-	-
NET ASSETS	£ 6,472.44	£ 10,600.63	£ 3,809.22	£ 2,955.01	£ 23,837.30	£ 20,571.28

The Church also has an investment in a CBF Church of England Investment Fund which was valued at **£9,380.28** at 31 December 2023. The investment is held as a Trust Fund, dividends from the investment are paid into the Charity account and can be used for Religious and Charitable work in the Parish. The Parish does not have access to the capital of the Trust Fund.