

St James the Less Church, Tatham

Minutes of the 10th Friends Meeting on 11th May 2015

Held at the Bridge Inn, Tatham, at 7.30pm.

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| Present | Colin Burford (Chair), Liz Quine (Treasurer), Margaret Whatmough (Secretary), John Holt, Linda Kirkby, Mel Winstanley, Mike Winstanley, Paul Whatmough, Rebecca Sanderson, Richard Sanderson, John Parkinson, Sue Wood, Chris Berry, Kate McDonald, John Harrison, Barbara Harrison, Jenny Herd, David Lloyd, Ros Lloyd, Clare Danz, Sue Marsden – 21 people |
| Apologies | Carl Hunter, Rita Murphy, Sue Dawson, Cathy Walker |
| Chair | The meeting was opened by the Chair, Colin Burford |
| Minutes | The minutes of the previous minutes were agreed as a true record. |
| Matters Arising | <p>Margaret read out the criteria for Songs of Praise. It was agreed that currently it would be difficult to meet these criteria but that the matter should be reviewed in twelve months time. (This has been diaried). Linda Kirkby suggested that there was no reason why the Church could not do their own "Songs of Praise".</p> <p>Liz Quine confirmed that she had looked at the Government Budget initiative extending the assistance scheme for church roof repairs and that the criteria had not altered and, regrettably, St James the Less did not meet them.</p> |
| Secretary's Report | <p>Since the last meeting an email has been received from the Charities Commission confirming that the Friends of St James the Less Church, Tatham, is a charity and has been entered onto the Register of Charities with the Registered Charity Number 1161272.</p> <p>An email has been received from Carl Hunter stating that now Paul Whatmough is on the Wennington Parish Council, Paul will assume the role of Parish Council link with the Friends. Carl affirmed the willingness of the Parish Council to support the church in any way it can. It was agreed that Mel Winstanley would represent the Friends for the Tatham Parish Council.</p> |
| Treasurer's Report | <p>The Wray Scarecrow Festival had raised £1800 in round figures for the PCC. 15% of this has to be paid to Wray Institute. The representatives of the Parish Council expressed their thanks for all the help received.</p> <p>There have been two draws of the 100 Club since the last meeting and these have raised profit of £231 in April and £240 in May. To date the 100 Club has contributed £1053 into funds.</p> <p>John and Barbara Harrison have celebrated their Diamond Wedding Anniversary and a very generous donation of £765 has been received by the Friends from their family and friends.</p> <p>Liz explained that now the Friends have received charity status, the Trustees are keen to get bank accounts opened. The Trustees recommended that the Friends should apply for two accounts: a General account and a 100 Club Account and they recommended that Barclays Bank should be approached. Sue Wood proposed and Mel Winstanley seconded this proposal and all attendees were in favour. The proposal was carried.</p> <p>The Trustees recommended that the three Trustees should be signatories on both accounts, any two of which would be required to sign on the accounts. Sue Marsden</p> |

St James the Less Church, Tatham

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| | <p>proposed and Mike Winstanley seconded this proposal. All attendees were in favour. The proposal was carried.</p> <p>John Holt reminded the meeting that an Independent Examiner would need to be appointed.</p> |
| Projects Sub Group | <p>John Holt confirmed that the PCC has applied for a faculty for the removal of the organ. He believes that the meeting of the DAC is due shortly and they will make a recommendation.</p> <p>John Harrison reported that consequent to the decision by the PCC to gain permission to remove the organ, thus freeing up that space for other uses, and that at some time in the future permission would be gained, a group met on 30th April 2015 at the Church to air and share the various potential options for the next stage of improvements to the church facilities including:</p> <ul style="list-style-type: none"> • provision of a dual use WC - incorporating disabled access and facilities; • provision of some basic kitchen facilities - sink, hot and cold water and other features as space and location allow; • provision of a space for other uses such as a space for meetings / discussions, etc. <p>All members of the group agreed to think about the location options available and to prepare some outline proposals ready for a further discussion at a date to be decided.</p> <p>Stemming from this it would be possible to prepare some detailed proposals with outline costs with the aim of presenting one or perhaps more of them as proposals for the consideration of the PCC.</p> <p>It was envisaged that the next meeting would be in late May. John Harrison confirmed that the PCC and Sue Dawson were involved and represented at these meetings.</p> |
| Constitution Sub Group | <p>Colin Burford stated that subsequent to the Friends receiving charity status, the Trustees had met to discuss the implications.</p> <p>Firstly, the Trustees had considered the annual general and financial reporting for the Friends and were recommending that the calendar year of January to December should be adopted with a view to holding the Annual General Meeting in March or April. The first AGM would be therefore in 2016. The Trustees would stand for re-election at this time. The accounts and annual reporting have to be submitted to the Charities Commission and be accessible to the general public.</p> <p>Secondly, the Rules of Implementation were considered by the Trustees. The Charities Commission has recommended that the Aim & Objectives be amended and the Trustees were suggesting that the existing Aims & Objectives should be deleted and replaced with the recommended wording of "To preserve and protect St James the Less Church for the benefit of the public as a place of worship and for such other charitable purposes as the Trustees deem appropriate." The amendment was proposed by John Harrison and seconded by Mike Winstanley. All attendees were in favour and the proposal was carried.</p> <p>Thirdly, the Trustees discussed the initial membership fee of £15 as detailed in the Rules of Implementation (see Minutes of 6th Friends Meeting held on 29th September 2014). The Trustees were recommending that members should pay £10 for 2015. Several</p> |

St James the Less Church, Tatham

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| | <p>members expressed their concern at the principle of a membership fee as they felt that people were giving a lot of time and it could be detrimental to ask for a membership fee as well. However it was pointed out that it was doubtful that monies raised from fund raising projects could be used for the administration of the charity. The Trustees believed that some administration costs would be incurred if membership of the Friends was to be offered to a wider community though these should not be extensive. It was agreed that the Rules of Implementation should be approved and the question of membership fees should be investigated further by the Trustees and referred to a subsequent meeting.</p> <p>The question of Data Protection was raised. Margaret agreed to check what requirements had to be met by the Friends.</p> |
| Events Sub Group / Fund Raising | <p>Barbara Harrison reported that the next fundraising event would be the Opens Gardens on Sunday, 5th July 2015 from 13:00 - 17:00. There would be 11 gardens opened, 6 in Wennington, 3 in Tatham and 2 in Lower Tatham. Marquees would be erected in front of Sue O'Brien's house under the supervision of Chris & Roo Berry. Parking would be on the large green. The publicity has been done by Clare Danz. Tickets would be priced at £5 per adult, children free of charge. The Events Committee would prepare an email with a list of all their requirements which Margaret will forward to all members when received. Offers of help should be directed to the Events Committee.</p> <p>Barbara reported that the Leyland Brass Band has agreed to give a concert for the Friends at a date to be agreed in October.</p> <p>There were plans to start a community singing group to be led by Lucy Leather and to meet at the church on a monthly basis.</p> <p>Sue Wood reported that the 100 Club now stood at 79 members and is progressing well.</p> |
| Publicity Sub-Group | Chris Berry reported that the website has been updated and gets 82 hits per month. |
| PCC Report | <p>Linda Kirkby reported that there would be a BBQ on 7th August at Richard & Rebecca Sanderson's.</p> <p>The Jumble Sale would take place at Hornby Institute on 12th September.</p> <p>The PCC are delighted and grateful to the Friends for their assistance.</p> |
| AOB | John Parkinson advised the meeting of a recital of the Coronation Mass to be held at Hornby Parish Church on Sunday, 17th May. |
| Date of next meeting | Monday, 20th July 2015 at the Bridge Inn at 7.30pm. |

Minutes circulated by Margaret Whatmough, 16th May 2015