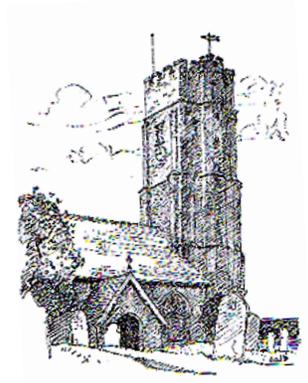


Friends of St. Peter's



Friends of St Peter's Annual General Meeting Saturday 28th April 2018 in St Peter's Church, Stoke Fleming

MINUTES

Those Present:

- Committee: Rokie Shiffner (RS – Chairman), Rick Kemp (RK – Treasurer), Anne Bailey (AB – Secretary), Suzie Dodsworth (SD)
- Other members and visitors: 16

1. Welcome

RS welcomed everyone to the meeting; she thanked members for coming and for their continuing support over the last 12 months.

2. Apologies for Absence

Apologies had been received from: Jan Lloyd-Edwards, Juliet Lambert, Gail Dorrington, Norman Lloyd-Edwards, Sue Tweed, Bob & Jenny Norman, Peter Barker, David & Rosemary Boutle, John Dietz, Sandy Carter, Doug Willison, Nicko & Katie Franks, Caroline Sigrist, Joan & Trevor Mason, Eric Pengelly.

3. Minutes of Last AGM (2 April 17)

The Minutes of the last meeting were agreed. Proposed: Mike Dodsworth, Seconded: Jenny Farmer. There were no matters arising.

4. Chairman's Report

In starting her report, RS commented how pleased she was to see so many members attending, and although there were a number of apologies for absence, that in itself indicated a flourishing interest in the Friends.

The year 2016-17, when the tower project and especially the clock maintenance had been undertaken, had been particularly busy (in passing she explained that the clock was currently awaiting repair for recent teething problems but a resolution was expected soon). In comparison the last year appeared outwardly to have been quieter. However, Friends had supported the church with over half of the cost of renovating four seriously corroded stained glass windows which needed urgent attention. RS pointed out the windows in question, which have been professionally restored to a very high standard.

The major fundraising event, "Persia Past to Iran Present", was held in the autumn, had been a great success. The event was staged by the small team of members of the Committee with almost all contributions from Stoke Fleming residents: the talk with slides was given by Peter Barker, wine from Michael Sutton Cellars, sound by Ben and Mark Malley of Isonify. Fariba Sutton-Scott-Tucker introduced the Iranian chef Edmund Davari, who brought his staff from Plymouth to provide the meal and

organize and the dancing. RS recorded thanks to everyone who helped with the event. Those attending, unusually, came mainly from outside the Village, which meant that money was raised from a different group of people.

RS explained that the AGM this year was being held in the church as the Green Dragon had recently changed hands and was still getting going, but it seemed appropriate to hold it in the church so those attending could enjoy the windows they had helped to restore.

5. Treasurer's report

The Financial Statement was circulated and is attached; it shows a balance at 31st March 2018 of some £7,800. This represents a decrease in balance of £2,000 from last year, attributable to the payment of £9,000 towards the renovation of the windows. Our membership contributions for the year were from 50 active members. RK said that the accounts had not yet been audited but David Sharp would do this once issues relating to Charity Commission registration had been finalised (see next item). With no further questions, adoption of the report was proposed by Robin Shiffner and seconded by John Harrow. RK pointed out that copies of the Information/Joining form had been handed out with the other AGM documentation and that if everyone could use these to recruit an acquaintance to join FOSP it would give the membership numbers and income a boost.

6. Charitable Status.

RK explained that FOSP was authorised by HMRC to collect Gift Aid, but was not currently registered with the Charity Commission. FOSP member Graham Fice had suggested at the last meeting that this should be investigated, and RK has discovered that this indeed should be done. It is a fairly straightforward on-line process. RK and RS both thanked Graham for bringing this to their attention. The audit of the accounts will take place once the requirement for the Charity Commission is fully understood. **RK**

7. Constitution

AB explained that, as a result of the plans to register with the Charity Commission, it was necessary to review the FOSP Constitution in accordance with their standard format. Most of this is standard text, with customised paragraphs inserted where necessary. The standard format runs to 20 pages so an Executive Summary had been circulated with the AGM calling notice. A member had proposed an amendment, ie in the first line ("Purposes") to replace the words "To raise money to cover the cost of repair..." with "To raise money to contribute to the cost of repair....".

With this amendment the meeting agreed to adopt the Constitution, proposed by Graham Fice, seconded by Rev Alison Shaw. The Executive Summary would be posted on the website, and the text used as appropriate in the standard format for submission to the Charity Commission. **AB/RK**

8. Data Protection

SD explained the requirements of the new data protection legislation as it affected members of FOSP. Members have already received a copy of the Privacy and Data Protection Policy drawn up by the Committee and an explanatory letter from RS. In particular, she stressed that the only personal data of members held by FOSP is name, address, telephone number, e-mail address and Gift Aid status, all of which are necessary for the administration of the organisation. They are held by the Secretary and Treasurer only, on password protected PCs, and not shared with any third party.

The Privacy and Data Protection Policy is available on the FOSP website.

9. Committee Nominations/ Election

AB explained that the Constitution requires members of the Committee to stand down annually at the AGM, but they can stand for re-election if willing to do so. All said they were so prepared and, as no other nominations were received, the existing committee was re-elected en bloc. This was proposed by Mary Newman, seconded by John Harrow, and carried unanimously.

10. Next projects(s) to support

RS explained that, after the major projects of the clock and the stained-glass windows, both of which

FOSP had been pleased to be able to support, there is currently no immediate project being planned. Whilst the proposed work on the churchyard had not been forgotten, thoughts had been directed towards a long-term aim to make the church more community friendly in the future.

Rev Alison Shaw, in thanking FOSP for all they had done in the past, explained that the Diocese of Exeter's Rural Churches Project was consulting with villages about how they wanted their churches to develop. She and Peter Barker have attended a meeting with the Diocese representative, Sarah Cracknell, and spoken about FOSP, and she suggested that she and Sarah should be invited to a FOSP Committee meeting in the near future to seek her advice on FOSP involvement. Sarah has experience of what has been done in other churches, and the consequences. It was agreed that this was a very positive development and would be actioned. **AB**

Graham Fice, who lives in Exeter, commented that St Peter's looks good in comparison to some churches in Exeter. He mentioned that some are removing pews, and/or installing new kitchen and disabled toilet facilities, and asked if this was the sort of work the Rural Churches had in mind. RS said that she had visited a number of churches on Dartmoor on a recent ringing outing and that several of them had a Children's corner which is something that St Peter's might consider. Alison Shaw said that, although Stoke Fleming has an excellent Village Hall, it was at the other end of the village and she was keen that the school, which does not have a large space on their premises, should be able to make more use of the church facilities. She also mentioned that in the event of an emergency at the school the church was the designated evacuation assembly point.

11. Fundraising plans for 2018/2019

RS stated that the main event planned for 2018 was a Village Fun Day for parents and children, with a "Teddies Zip-wire" as the principal feature. This had been originally planned for 14 July, but we had so far been unable to confirm the date as we been unable to make contact with the school to achieve this. Member Terri Larsen contributed from the floor that Stoke Lodge are planning a "Teddy Bears Picnic" at roughly the same time so it was decided to reschedule the Fun Day for later in the year. To be discussed at the next Committee meeting. **AB**

Mark Malley observed that a calendar published on the village website by the Parish Council could avoid clashes such as this.

A Burns Night is being planned for January 2019.

12. Any Other Business

- a. RS mentioned that though we are keen for new members it should be remembered that contributing to FOSP was not the same as contributing to the day to day running costs of the church.
- b. Terri Larsen reported that Loam Rangers had funds, which they are willing to distribute to local good causes upon request. **AB** to write to Mike Symons. **AB**
- c. Mary Newman suggested that work is commissioned to repair the stone pillars by the Coffin Walk gate.
- d. Mike Dodsworth informed the meeting that the organ had recently been awarded Grade II* status.
- e. Mary Newman also suggested that a working party should be invited to tidy the churchyard. **AB** stated that this was not FOSP's responsibility to organise as it was under the remit of the Churchwarden, but she agreed to e-mail members asking them to volunteer. Alison Shaw confirmed that John Dietz would not object to this. Mary would provide a form of words. **Mary Newman**

Treasurers Report Friends of St Peter's Financial Year 2017-2018

Year ending 31 st March 2018				2016-2017
Receipts		£	£	£
Subscriptions				
Standing Orders		2,264.00		
One off annual payments		1,002.00		
Total			3,266.00	2,843.01
Online income (1)			108.59	
Gift Aid			775.03	
Persian Evening				
Ticket Sales		3,085.00		
Bar		940.00		
Raffle / card sales		570.00		
Donations		331.00		
Total			4,926.00	
Miscellaneous (2)		12.00	12.00	
Total receipts in this financial year			9,087.62	6,701.84
Expenditure				
Contribution to stained glass window repairs		9,000.00		
Persian Evening		1,985.13		
Annual website fee		60.00		
Miscellaneous (2)		12.00		
Total expenditure in this financial year			11,057.13	11,636.91
Total surplus in this financial year			-1,969.51	-4,935.07
Bank Balance b/f from last financial year			9,801.13	14,736.20
Balance as of 31st March 2018 (3)			7,831.62	9,801.13

Notes

1	Mydonate	12.37
	Easyfundraising	86.20
	Paypal	10.02
	Total	108.59
2	Deposit for Hort & Sport stall (refunded)	
3	£119.87 of petty cash held in addition to main bank account balance	