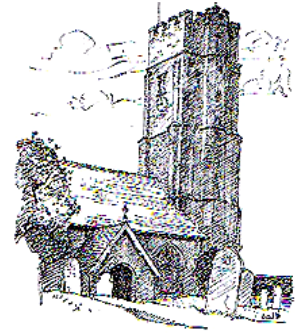


# Friends of St. Peter's



**Friends of St Peters Annual General Meeting**  
Saturday 10 May 2014 in The Green Dragon, Stoke Fleming

## **MINUTES**

### **Those Present:**

- Committee: John Harrow (Chairman), Rick Kemp (Treasurer), Anne Bailey (Secretary), Rokie Shiffner, Jan Lloyd-Edwards
- Other members and visitors: 13

### **1. Welcome**

The Chairman opened the meeting by welcoming those attending the third AGM covering the financial year ending Apr 2014, and thanking them for their support. He also thanked the anonymous benefactor who provided coffee for the meeting.

He outlined the background to FOSP as a local organisation helping towards the cost of repair and maintenance of the fabric of the Church. He stressed that it is not part of the Parochial Church Council and is totally independent of the Church. It was registered with HMRC for tax purposes, which means that we can re-claim Gift Aid on donations, but is currently too small to be registered with the Charities Commission. The first members were recruited in 2011.

During 2013 two additional members joined the Committee and John thanked them for volunteering. He introduced the Committee to the meeting and thanked them all for their support. FOSP believes that 5 is the correct number of committee members at present.

### **2. Apologies for Absence**

Apologies had been received from: Nick & Gwen Teage, Sue Tweed, John Speed, Juliet Lambert, Ken Woodward, Diana Meyrick-Thomas, Caroline Bailey, Cheryl Kamstra, Neil Butcher, Mary Sloman, Nicci & Peter McLeland, Mr & Mrs Cooper, David & Rosemary Boutle, Peter Barker, Mary Newman, Katie & Nicko Franks, Annabel Mckeon, Joan Mason, Margaret Davey, Adrian Lloyd-Edwards.

### **3. Minutes of Last AGM (18 May 13)**

The Minutes of the last meeting were agreed. There were no matters arising which were not appearing elsewhere on the Agenda

### **4. Chairman's Report**

John reported that, over the last 12 months, membership had increased and the finances were healthy. The balance in the bank had increased from about £400 last year to about £8,000 this – thanks largely to a donation of £3,000 from Loam Rangers, for which FOSP is very grateful. Subscriptions for the year stand at about £2,500; about two-thirds of this is made up from Standing Orders. He pointed out that, whilst all contributions were of course welcome, standing orders allow income to be predicted, which would give better scope for borrowing if the need should arise. It would also be really helpful if people who were currently contributing annually would consider changing to monthly contributions if possible.

Other activities during the year 2013-14 included the Village Concert, held in the church in November, which raised over £1,000 – with the aid of a subsidy from Bloor Homes of £500 which

covered the overheads. FOSP was also represented at the Hort & Sport Village Show in August, where about £200 was raised, and the Craft Fayre and Christmas Tree Festival.

The major plan for 2014-15 is to recruit more subscribing members, to try to increase the membership from 55 to at least 100 in the next 12 months. John asked for help from current members: if everyone recruited at least one additional member that target would be easily achieved. He tabled a leaflet "To a friend of a Friend" outlining progress to date and giving contact details to assist this process.

At the last AGM it was agreed that FOSP would collect funds to cover the cost of refurbishing the church clock, as part of a major project to renovate the bells and bell-tower. The estimated cost of this element is £14,000, of which over 50% has been collected to date.

Anne then explained how the work on the clock inter-related with the rest of the work on the tower, and why it was not possible to place orders for work until it was clear that funds were available for the complete project. This is the reason for funds accumulating in the account. John Dietz (Tower Captain) clarified some technical issues raised by questions from the floor.

## **5. Treasurer's Report**

Financial Statement was circulated and is attached. Rick explained the figures shown.

The surplus funds are held in a current account at Lloyds Bank, but Rick is in discussion with the bank on setting up a savings account.

He explained that a number of "annual donations" had been shown under "subscriptions" as he has had some success when asking for renewals. Members would be encouraged to set up Standing Orders wherever possible.

He plans to undertake a thorough reconciliation of the membership list with the bank account in the coming weeks, and to find out where expected Standing Orders have not been paid. He would also be more disciplined in future in recording detail of receipts at events, for better transparency.

In response to a query from Jenny Farmer, Rick said that the donation from the Parish Council from the Jubilee collection had been sent to the PCC Treasurer and paid into the existing Refurbishment Fund, so it did not appear in the FOSP bank account.

A discussion followed about the difference between the FOSP funds and the more general church funds held by the PCC for running and maintaining the church. The Chairman explained that FOSP was set up to allow people to support the church as a Village amenity and had nothing to do with the running of the church or its activities. At present it is collecting funds for the clock, but when that project was complete further projects would be considered for support. John Dietz explained that the Diocese did not contribute to the funding of the fabric of the building, and that if FOSP did not exist all funds would need to be raised locally by the PCC. If funds for the tower project as a whole were not forthcoming the logical conclusion was that the bells could no longer be rung, and the clock would need to be stopped.

## **6. Committee Nominations/Election**

Anne explained that the Constitution allowed for 5 committee members who could be re-elected if they were prepared to continue. All said they were so prepared. She asked for any further nominations – there were none. Robin Shiffner proposed that the existing committee should be re-elected en bloc. This was seconded by Carole Bretherton, and carried unanimously.

## **7. Fundraising Plans for 2014/15**

Jan Lloyd-Edwards outlined the plans for the coming year:

- a. Big Band Concert by the BRNC Volunteer Band, to be held in the Village Hall on Friday 13 June. Tickets at £8 will be on sale in the Village Shop and the Dartmouth Community Bookshop during the coming week.
- b. Support for a Tower Open Day being organised by the bellringers on Saturday 2 August. This will include demonstrations and displays in the church and escorted "tower tours" to see the clock, the bells and the view from the tower roof (weather permitting). A charge of £2 will be made for the tower tours.

- c. FOSP will have a stall at the Hort & Sport Village Show again this year, on Bank Holiday Monday, 25 August.
- d. The autumn concert this year will be on 21 November and will feature Damian Corbett, a professional singer and entertainer who lives in the Village. More information will be provided nearer the time.
- e. FOSP will also be represented at the Christmas Tree Festival and the Craft Fayre.

In response to a request for other ideas, Carole Bretherton suggested an annual draw for a cash prize. This will be investigated.

## **8. Any Other Business**

- Peter Bailey reminded the meeting about the FOSP website and Facebook page. Anne undertook to provide addresses for these in the Minutes and the "To a friend of a Friend" leaflets. (Post meeting note: FOSP website is at [www.FOSP.350.com](http://www.FOSP.350.com) and the Facebook page can be accessed from the website, or by entering Friends of St Peters in the Facebook search box.)
- Rick told the meeting that assistance would be required at events, such as setting up the Village Hall for the concerts and clearing up afterwards, and assisting with running the Hort & Sport Show stall. Any members who were able to take part would be very welcome.
- On behalf of the PCC, John Dietz thanked FOSP for their support and the speed and efficiency with which they had understood and responded to concept of the tower project as a whole.

There being no other business, John thanked everyone for attending and contributing to the meeting with their suggestions.

Anne Bailey  
10 May 14

# Friends of St. Peter's, Stoke Fleming

## Treasurer's Report

### Statement of account for year ending 31 March 2014

Year Ended 31 March	£		2013-14 £	2012-13 £
<b>Receipts</b>				
Subscriptions	2,392.00	(1)		531.00
Donations	3,913.00	(2)		958.05
G Teage poetry books	250.00			
Events	1,229.52			
Gift Aid reclaim	478.53	(3)		
<b>Total</b>			<u>8,263.05</u>	<u>1,489.05</u>
<b>Expenditure</b>				
Keys & pens for resale	454.08			
G Teage book printing	134.91			
SFVS (re. concert)	249.00			
Petty cash	55.53			
Magazine	20.00			
St Peter's donation (concert)	50.00			
<b>Total</b>		(4)	<u>963.52</u>	<u>1,243.88</u>
Surplus			7,299.53	246.05
Balance b/f from 2013-14			872.84	627.67
<b>Balance c/f to 2014-15</b>		(5)	<u><b>8,172.37</b></u>	<u>872.84</u>

### Comments

1. 66% of subscriptions by Standing Order. 34% mostly needs chasing annually.
2. Major donations were £3000 from Loam Rangers and £500 from Bloor Homes.
3. Gift Aid will now be reclaimed annually. About £500 expected during 2014-15.
4. Costs associated with purchase of items and services. Note: cost of keys and pens partially covered by a private donation.
5. £8107.90 balance in bank account and £64.47 as petty cash.