

ST. MARYS EPISCOPAL CHURCH, ABERFOYLE

Rector: Revd. Canon Richard Grosse

www.stmarychurchaberfoyle.org.uk
Charity Registered in Scotland: SCO23266

MINUTES OF THE ANNUAL GENERAL MEETING HELD AFTER MORNING SERVICE
ON SUNDAY 6TH DECEMBER 2015

The Chairman welcomed all to the meeting.

PRESENT: Mark Seymour, Revd. Canon Richard Grosse, and 13 members of the congregation.

1. APOLOGIES: Anne Winther, Christopher and Elizabeth Roads, Margie Stephen, Alastair Gardner, Kate and Peter Joynson
2. MINUTES OF 2014 AGM: These were approved by the meeting and signed by the Chairman of a true record of the meeting. There were no matters arising.

3. VESTRY REPORT: The Vestry had met 4 times during the year - the minutes being available on the website or at the back of the Church. The Chairman thanked the Vestry for all their hard work and also the Congregation. Special thanks went to Barbara Carruthers for producing the pew leaflet and to Michael Forsyth for publishing a selection of these in the form of a booklet. Jean Sykes was thanked for playing the organ and carrying out Sacristan duties together with Marie Clare the relief organist. Marie Thompson was thanked for producing the lesson rota. Thanks went to James Gardner and Melanie Grosse for organising Godly Play and to Marion Nolan who had cleaned the Church for many years up until leaving the area. Maria, her replacement was thanked by the Chairman. The Chairman pointed out that the following posts were now vacant and needed volunteers to take them on - Magazine Editor, Events Organiser, Gardener, Website Organiser.

Following the Quinquennial Survey the Church and Rectory were found to be in good order with a few minor electrical matters needing attention - these have now been carried out.

There were no questions regarding the Vestry Report.

RECTORS REPORT:

The Church does not rest in the hands of the Cleric but the Congregation. Richard explained that he had now agreed to Chair the Vestry and it was important that we had a strong Vestry. Mark Seymour had agreed to remain as the Secretary and the Rector thanked Mark for his many years as Chairman of the Vestry which had overseen the Renovation of the Church and the rewiring of the rectory. The Rector made a presentation to the Chairman, and thanked Mark for all his hard work as well as being a friend and confidant.

The Rector explained that a Stewardship Campaign would take place shortly as the Church is running a small deficit. Research is being carried out on making cost savings

for energy etc. Concerts have raised much needed funds but new blood is needed to organise these. The Rector thanked all involved with St Mary's and the Chairman thanked the Rector for his report. There were no questions regarding the Rectors Report.

5. PRESENTATION OF ACCOUNTS 2014/2015: See attached paper together with a Financial Summary. The Chairman gave (in the absence of the Treasurer) a brief explanation of the accounts and the accompanying document giving the financial summary at present . A Finance Committee has been set up to examine the need for a Stewardship Campaign and other funding solutions .

Saffrey Miller asked what the mailing list was for the Stewardship Campaign - it was explained that there were around 70/80 persons on our mailing list but that all of these were not active members. We had between 25/30 regular attendees at services. It was explained we needed to look at other income generating ideas - concerts are difficult, but it was suggested the sale of Barbara's book would help with funds.

Nick Cooke proposed the adoption of the Accounts and this was seconded by Melanie Grosse and approved by the meeting

7. LAY REPRESENTATIVES REPORT: Nick Cooke reported that he was unable to attend the Synod meeting but Saffrey Miller attended with the Rector. The Synod is effectively the AGM of the Diocese. Nick Cooke reported that he found it very useful to know what was happening across the Diocese, much of this being very positive, through his separate attendance at Administration Board meetings in Perth. Things were in good hands and doing well. Thanks were given to Saffrey Miller for attending the Synod as Alternate Representative.

7. VESTRY MEMBERSHIP AND APPOINTMENT OF LAY REPRESENTATIVE AND ALTERNATE LAY REPRESENTATIVE; Mark Seymour explained that this was his last meeting as Chairman. Nick Cooke and Saffrey Miller were re-elected as Lay and Alternate Representative respectively..

8. APPOINTMENT OF OFFICE BEARERS: Richard Grosse, the Rector, takes over as Chairman of the Vestry at the end of this AGM. There are no changes to the current office bearers.

9. EVENTS AND EVENTS ORGANISER: Raised under 3. it was suggested that John Tilman might be approached.

10. AOCB: Thanks given to Mark Seymour, the Rector, Alastair Gardner for travelling so far to meetings, and to Susan Forsyth for taking the minutes.

The Rector closed the meeting with the Grace and thanks were conveyed to the Chairman.

11. DATE OF NEXT MEETING: 4th December 2016.

Financial Summary

The headline number this year is **expenditure exceeded income by £2,110**. However, this was not a standard year, with extra one-off costs and extra income, so it is not right to simply compare these numbers with the previous financial year.

We have seen

- Exceptional one off costs with the Quinquennial Survey / Electrical works and Website Development
- Extra gift aid submissions (including new claims on small value cash donations)
- Extra contribution from St Andrews to cover Electrical work in the Rectory (excluding Church Room)

If we strip out all these exceptional elements,

- Our year on year run costs are stable at £55,622 compared to £56,055 in 2013/14. (this includes all Rector related costs to which St Andrews contribute 40% - some £14,400 per annum)
- However our annualized income (excluding Gift Aid and St Andrew's contribution) has **reduced by over £3k**.

In Depth - Expenditure

In 2015, St Mary's saw some exceptional "one-off" costs, primarily associated with the Quinquennial Survey and Rectory Electrical wiring.

Quinquennial Survey and Electrical wiring.

The survey, undertaken every 5 years, highlighted no structural defects with the main buildings. The survey was undertaken by CKD Galbraith. However electrical concerns were noted. As a result, 3 quotes were obtained and Tam Mackie commissioned to undertake repairs to the wiring in the Rectory – which St Andrew's kindly contributed £895 (St Mary's paid in full the electrical work in the Church Room). The total cost of the survey and electrical work was £5,501.

Web Site

Our website was moved to an alternative hosting partner when our current provider gave notice to cease service. The St Mary's Website has been revamped and the content/ layout significantly improved - and costs kept to a minimum (£195) due to a huge commitment in time and effort by Mark Seymour. A great result.

Yearly Running costs

To help put the £55,622 into some form of context, I have listed below the **key** costs we incurred this year:

Rectors Stipend + Pension+ Diocese Quota	£	42,205
Southern Electric*	£	3,117
Council Tax	£	2,327
Insurance	£	1,796
Church Organist fees	£	900
Cleaning	£	699
BT Group	£	662
Scot Tec Oil Services**	£	639
Henderson (Gardening)	£	580

Viking Stationary	£	376
Ian McDonald Roof repairs	£	343
Independent Examination/ Accountancy	£	275
Hayes & Finch	£	267
Chubb Fire Extinguisher***	£	196
Pipe organ Maintenance	£	195
CCLI licence	£	104

All these costs continue to be subject to real scrutiny and challenge.

*SSE Hydro – tariff expires 31 Jan 16 (reduction achieved in Jan 15 and negotiations on 2016 tariff have commenced. Alternative suppliers under investigation)

**An alternative firm for maintaining the Rayburn has been identified for next year

*** Fire Extinguisher checks – using Stirling based firm for 2016

In depth - Income

To put the level of giving into context, I have provided a breakdown of the key components below

	2014-15 Giving	2013-14 Giving
Gift Aid 1 (DDs)	£ 16,244	£ 17,908
Gift Aid 2 (Yellow/Green)	£ 1,523	£ 2,066
Gift Aid 3 (White Envelopes)	£ 4,752	£ 4,622
Collections	£ 3,048	£ 4,774
Smith & Williams & Sutherland Estate	£ 2,248	£ 1,682
Donations (weddings, funerals, legacies)	£ 3,886	£ 4,700
Fund Raising	£ 1,180	£ 621
Sub total:	£ 32,881	£ 36,373
HMRC Gift Aid claims	£ 11,108	£ 7,453
St Andrews Linkage	£ 15,295	£ 14,400
Total Income	£ 59,284	£ 58,226

Conclusion & Looking Forward

The key headline is the general giving (excluding HMRC and St Andrew's Linkage). Here is the fundamental challenge St Mary's is now facing – a reduction from £36,373 down to £32,881. If we only achieve £32,881 in giving next year, and assuming gift aid in the region of £6,000 and £14,400 from St Andrews, then our total income is forecast to be @£53k – against run costs of @£56k. This also excludes any provisions for:

- £1,000 per year loan repayment
- £1,000 for building up re-wiring / maintenance provisions
- £1,000 for Church Giving provisions

So ideally, we need our total income to be close to @£60k per annum for the future.

Alastair Gardner

St Mary's Scottish Episcopal Church, Aberfoyle

Receipts and Payments Account for the Year Ended 30th September 2015

	Notes	Unrestricted	Restricted	Total Funds	2014
		£	£	£	£
Receipts					
Donations	2	41,562	0	41,562	41,523
Net receipts from fundraising events	3	1,180	0	1,180	621
Receipts from investments other than land & buildings	4	2,248	0	2,248	1682
<i>Total Receipts</i>		<u>43,990</u>	<u>0</u>	<u>43,990</u>	<u>43,826</u>
Payments					
Payments relating to charitable activities	5	45,625	0	45,625	41,380
Grants and donations paid	6	200	0	200	0
		<u>45,825</u>	<u>0</u>	<u>45,825</u>	<u>41,380</u>
Governance costs					
Independent examination		275	0	275	275
<i>Total Payments</i>		<u>46,100</u>	<u>0</u>	<u>46,100</u>	<u>41,655</u>
<i>Surplus/ (Deficit) for the year</i>		<u>(2,110)</u>	<u>0</u>	<u>(2,110)</u>	<u>2,171</u>

St Mary's Scottish Episcopal Church, Aberfoyle

Statement of Balances as at 30th September 2015

	Note	Unrestricted	Restricted	Total Funds	2014
		£	£	£	£
Cash at bank & in hand					
Balance at beginning of year		1,964	4,389	6,353	4,182
Surplus / (deficit) for the year		(2,110)	0	(2,110)	2,171
Transfers between funds		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Cash Funds at end of year		<u>(146)</u>	<u>4,389</u>	<u>4,242</u>	<u>6,353</u>
Investments					
Market value at end of year	7	45,139	0	45,139	45,384
Assets retained for Charity's own use – Rectory					
Historic Cost		<u>20,654</u>	<u>0</u>	<u>20,654</u>	<u>20,654</u>
(Insurance value £306,205)					
Total Assets		<u>65,647</u>	<u>4,389</u>	<u>70,035</u>	<u>72,391</u>
Represented By:					
Fund Balances (Cash, Investments & Assets retained) at end of year					
General Fund reserve		65,547	0	65,647	68,002
Restricted reserve - Renovation and Church Giving Funds		<u>0</u>	<u>4,389</u>	<u>4,389</u>	<u>4,389</u>
		<u>65,647</u>	<u>4,389</u>	<u>70,035</u>	<u>72,391</u>
Other Assets and Liabilities - for Information only					
Liabilities					
Interest free loan - Renovation Fund		<u>0</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>

On behalf of the Trustees

Mark Seymour
Vestry Chairman

Signed

6th December 2015