

Trustees' Annual Report

The Friends of St James the Great, Thorley

Registered Charity No: 288678

Year ending 31 December 2012

Legal and Administrative Information

This report is for the financial year beginning on 1 January 2012 and ending on 31 December 2012.

The Principal Address of the charity is:

60 The Paddock
Bishop's Stortford
Herts
CM23 4JW

E-mail: friends.stjames@btinternet.com

Website: www.friends-stjames.org

The object of the charity is to help and support the Rector and Parochial Church Council of the Ecclesiastical Parish of St. James the Great, Thorley (subject to any necessary faculties being obtained) to:

- maintain and embellish the fabric, furnishing and fittings of St. James the Great, Thorley
- maintain, protect and beautify the Churchyard of the Church.

The Governing Document of the charity is the Constitution as adopted on 21 February 1983 and amended on 18 March 1984. This calls for the management of the charity to be in the hands of a Committee of Trustees consisting of two members appointed by the Parochial Church Council of St. James the Great and six members elected at the Annual Meeting of the Association. The Committee may co-opt additional members as necessary and invite the Incumbent of St James the Great to be an ex-officio member. The Officers of the charity are a Chairman, Vice Chairman, Treasurer and Secretary who are appointed by the Committee. The Constitution calls for an Annual Meeting to take place in the month of March and the Accounts to be made up to 31st December every year.

At a meeting of the Committee held on 15 January 2007 it was agreed that it would be prudent to maintain reserves at a level of £2,500.

The following table details the Trustees as of October 2013 and those who acted during the period covered by this report.

Name	Office (if any)	Dates Acted Since 1 January 2012	Mode of Appointment
Mr Toby Braddick		1 January 2012 - present	Parochial Church Council Appointee
Miss Margot Cage		1 January 2012- 8 March 2013 8 April 2013 – present.	Co-opted until 16 March 2012 Elected from 16 March 2012 to 8 March 2013 Co-opted from 8 April 2013
Mr Desmond Conridge		1 January 2012 - present	Co-opted until 16 March 2012 Elected from 16 March 2012 - present
Mrs Augusta Ann Doyle		8 April 2013 – present	Co-opted from 8 April 2013
Mr Bill Hardy		1 January 2012 – 16 March 2012. 2 April 2012 – 8 March 2013 8 April 2013 - present	Co-opted until 16 March 2012 Co-opted from 2 April 2012 – 8 March 2013 Co-opted from 8 April 2013
Dr Philip Hargrave	Chairman & Secretary	1 January 2012 - present	Elected
Mrs Lindsey Holme		1 January 2012 - present	Parochial Church Council Appointee
Mrs Rosemary Jones	Treasurer	1 January 2012 - present	Elected
Mrs Lina Loadman		1 January 2012 – 16 March 2012 2 April 2012 - present	Elected until 16 March 2012 Co-opted from 2 April 2012 - 8 March 2013 Elected from 8 March 2013 - present
Mrs Margaret Morley	Vice Chairman	1 January 2012- present	Elected
Mrs Lesley Parker		1 January 2012 - 16 March 2012 2 April 2012 - present	Elected until 16 March 2012 Co-opted from 2 April 2012 – 8 March 2013 Elected from 8 March 2013 - present
The Revd Robert Payne		1 January 2011 - present	Ex Officio
Mrs Sue Russell		1 January 2012 - 8 March 2013 8 April 2013 - present.	Co-opted until 16 March 2012 Elected from 16 March 2012 – 8 March 2013 Co-opted from 8 April 2013
Mrs Christine Tew		1 January 2012 - 16 March 2012 2 April 2012 - 8 March 2013 8 April 2013 - present	Elected until 16 March 2012. Co-opted from 2 April 2012 – 8 March 2012 Co-opted from 8 April 2013 - present

Chairman's Report to the Annual General Meeting held on Friday 8 March 2013

Thank you all for coming this evening and for your support throughout the year.

The Committee has worked hard on all our behalves, and I am sure you would like me to pass on your thanks to them.

As you are no doubt aware, a programme of restoration, including work on a number of the Church windows, is now well underway at St James, and is scheduled for completion by the end of April. I was delighted to be able to report at last year's Annual General Meeting that the Friends had by then succeeded in raising the £18,500 then estimated as being required to undertake this work. This marked the completion of another significant fundraising project for the Friends, and followed closely on from our grant of just over £30,000 to the Parochial Church Council that had enabled the purchase of a new Church organ in 2010, just three years after the launch of that particular campaign back in 2007.

Following the discussion at last year's Annual General Meeting, the Committee agreed that our next fundraising priority would be to enable the purchase and installation of new Church lighting, once we had sufficient funds to replace the Chancel and Sanctuary carpets, as had been requested by the Rector, given the particularly poor state of that in the Sanctuary. Thanks to a generous donation, new carpets were laid in time for the 2012 Festival of Flowers and Music, and the opportunity of the Festival was taken to publicly announce that our fundraising objective was now firmly in respect of new Church lighting.

Unfortunately, the Parochial Church Council subsequently ascertained that the current restoration work would cost more than they had previously estimated, and also incurred significant unbudgeted architect's fees relating to this and other work that they were considering. The Friends' Committee therefore agreed in January of this year to make an additional grant of £4,400 from the Friends' uncommitted funds to cover these extra costs.

I'm nevertheless pleased to report that, despite the need to make this additional grant, the Friends now have some £6,500 available towards new lighting, primarily as a result of the financial success of the 2012 Festival of Flowers and Music. We await final confirmation as to what the total cost of the project will be, but it is expected to be close to £17,000, unless there is a need for rewiring, in which case it is likely to be around £23,000.

Turning to our events over the past year, visitors to that 2012 Festival of Flowers and Music were able to view flower arrangements portraying *The Seasons of the Year*. They were also treated to performances by the St James Music Fellowship and a number of other musical moments, and there was an opportunity each day to receive prayer for healing. On the Sunday evening there was a Festival Evensong, at which some of the Festival volunteers each selected a favourite Hymn, and outlined the reasons for their choice. Together with the Craft Fair on all three days of the Festival, the Mini Fete on the Monday, and a chance for visitors to sit and chat over refreshments, the Festival was once again a success, both as a significant outreach opportunity and also from a fundraising point of view. I will leave the latter to Rosemary to address in her Treasurer's report.

Our other fund raising activities during the course of the past year were a sale of plants in May, an Autumn Craft Fair in November, and our sale of Sunday afternoon teas from the Church Room during the summer months. We decided to reschedule our annual Quiz Evening so as to space our events more evenly throughout the year. So, rather than being held in October of last year, our most recent and highly enjoyable Quiz Evening was delayed until February of this year. A particularly big thank you is due to Pam and Steve Robinson for once again setting the questions for the Quiz

Evening and overseeing the marking, and to Rob Wynford-Harris for his sterling performance as Quiz Master. A great time was had by all.

The Friends were very grateful to my wife, Maureen, for once again extending the summer season of Sunday afternoon teas and reverting to the serving of soup and roll lunches over the winter months, to raise additional funds and to maintain fellowship and outreach from the Church Room throughout the year. We were similarly grateful to Bob and Brenda Williams for continuing to organise regular Whist Drives, the profits from which they kindly donated to the Friends.

The Friends Committee will be taking over responsibility for Sunday Afternoon teas with effect from the start of May. We desperately need volunteers to come forward to enable that, particularly at this stage during the month of May itself. A rota will be on display during the bring-and-share supper immediately following this Annual General Meeting. Please take a look, and sign up for any of the Sundays you are able to help. If you haven't done it before, don't worry, training will be provided.

The Friends' website has continued to attract attention during the past year. I've personally had an extensive e-mail correspondence with a lady writing a thesis on *The Genealogical value of Hatchments in some Kent Churches*. Through her research into a hatchment in St George's Church in Deal attributed to Montagu Pennington, we've learnt a lot more about his brother Thomas, who was the Rector of Thorley from 1798 to 1852, and his family. You will now find a biography of Thomas on the Friends' website, along with those of all the other Rectors of Thorley up to the end of the Second World War that I reported as new additions to the site at last year's Annual General Meeting. Another addition to the website over the past year has been a transcription of a letter from William Cleghorn, Professor of Moral Philosophy at what was then the College of Edinburgh and is now the University of Edinburgh, describing a visit to the Rectory in 1750 during the incumbency of John Horsley, who was Rector of Thorley from 1745 until 1777. If you haven't already seen it, take a look. It gives a truly fascinating glimpse into family life at Thorley Rectory some 260 years ago.

I cannot conclude my report this year without noting that 2013 is a significant anniversary year for the Friends. It was on 21 February 1983 that a small Committee first met under the Chairmanship of Compton Whitworth, with Ann Cottee, John Fuller, David Philpott, Daphne Ruddock and Jim Simpson as the other founding Committee members. They adopted a constitution that had been drawn up by the then Rector, Alan Cole, based on that of the Friends of St Michael's, Bishop's Stortford. At a second Committee meeting, on 18 April 1983, they set as their initial aim the raising of £10,000 to undertake repairs to the Church and Churchyard wall. Letters were then sent out to potential members and an open meeting was held at the Church on Sunday 15 May 1983 to publicise the aims of the newly formed Association. By the time of the first Annual General Meeting, on 18 March 1984, the Chairman was able to report the successful registration of the Friends as a charity. At that meeting a minor modification was made to the constitution, as had been requested by the Charity Commissioners, resulting in the document the Committee and members have worked to ever since.

Over the years the Friends have enabled numerous projects to be undertaken. These have included the construction of a new north wall for the Churchyard, the restoration of our font, the provision of a new kissing gate, the restoration of stained glass windows, the installation of lightning protection and a new weather vane, and the restoration of our picturesque Lych Gate. In 2001 the Friends made a grant of £25,000 to the Parochial Church Council, followed by a further grant of £30,000 in 2007, to enable restoration work on the tower, and in 2008 one of £6,500 in support of the re-rendering and redecoration of the exterior of the Church. This was followed by the previously mentioned grant of just over £30,000 to enable the purchase of the new Church organ that was

installed in 2010. Over the years, the Friends have raised in excess of £180,000, some £117,000 of this since the start of the new millennium.

I would like to end my Report by thanking Rosemary, our Treasurer, and Margaret, our Vice Chairman and indeed all the members of the Committee, for their help and support during the past year. On behalf of the Committee, and myself I would also like to thank you for the support you have given us.

Unless there are any questions at this stage, I will now hand over to Rosemary for the Treasurer's report.

Thank you.

Treasurer's Report for the Year Ending 31 December 2012 to the Annual General Meeting held on Friday 8 March 2013

This year our accounts show an excess of income over expenditure of £8,705 compared with £9,153 in 2011. All our excess funds are deposited with the Church's Central Board of Finance until they are needed and so we can earn a little bit of interest. The Accounts, as presented in Annex A, show how the income was received and the expenditure was incurred in the year ended 31st December 2012 with comparative figures for 2011.

I will now comment on some of the detail.

1. Subscriptions show a slight decrease this year, due to some members leaving or moving away and some, sadly, passing away. So we still need new members, we need to encourage our friends to become our "Friends" and in particular, those of us who attend the 10.30am service need to invite members of that congregation to join. Donations have also increased substantially on the 2011 figures due to a very generous donation which covered the entire cost of the new carpet in the Church.
2. As you know, because I say it every year, gift-aid on contributions is a great benefit, particularly in these days of low interest rates. The tax rebate has increased to £876 for this year and I expect a further increase in 2013.
3. The Festival of Flowers and Music was again a huge success and our thanks are to you all for your tremendous support and hard work. Gross takings of £6,541 less expenses of £2,059 give a net proceeds of £4,482, as against £5,142 for 2011, which I think is not at all bad, given the parlous state of our national economy and people not able to be as generous as they may have been in earlier years, so Praise the Lord. I have produced details of the figures for you, alongside the Accounts.
4. Our annual Quiz evening was held last month instead of last October so the results will appear in the 2013 accounts.
5. Sunday teas in the summer and soup lunches in the winter months have both generated substantial funds again, although, here too, the combination of a harsh winter and a wet summer together with not so much money around has been reflected in the drop in proceeds. These afternoons are a vital outreach opportunity for our Church and our thanks go to the small band of volunteers who take on this work. Visitors to the Churchyard and walkers obviously value the opportunity for a sit down, a chat and refreshment.
6. Once again, I would like to thank Bob and Brenda Williams for running the ever popular whist drives which raised a tremendous £229 for the Friends.

7. Lesley Parker's contributions have again been wonderful. The Plant sale in May raised £147 and the Craft Fair in November £573. Both further outreach opportunities. In fact, all our events are outreach opportunities, which I think is something the whole Church family should be aware of, we are not just a fund-raising organisation, we have become much more.

8. Repairs and Maintenance costs remain high, with our equipment needing costly repairs because of all the hard work they are put to. Our thanks to Peter and Margaret Morley for all their dedication and efforts in this area.

9. Our Churchyard expenditure was only £110 this year, the purchase of a new bench. You may recall, last year we had to spend quite a lot on the trees.

10. You will note that we have a lot of money in the Bank. This is because we have not yet been asked by the PCC to pay over the £18,500 for the work currently in hand.

11. Finally, I would like to thank Geoff Pickering for again examining our Accounts to check I haven't done the sums wrong. Geoff is currently working on the audit but I have been assured by him that it all looks fine. If you have any questions, I shall endeavour to answer them.

Flower Festival	2012	2011
	£	£
Raffle	502	481
Donations	1105	1560
Refreshments	1434	1592
Ice Cream	47	28
Souvenirs	142	30
Plants	222	355
Flowers (note 1)	(3)	(1)
Stalls -Mini Fete	366	512
St Barnabas Centre	(120)	(120)
Expenses (note 2)	(95)	(94)
Craft Fair	315	315
Programmes	142	152
Books	411	316
Bill Hardy's Talk	14	16
Totals	4482	5142

Stalls	2012	2011
	£	£
Recycled Goods	145	177
Tombolas	86	202
Cakes and Produce	135	127
Cut Flowers	-	6
Totals	366	512

Notes

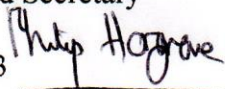
1. Cost of flowers met by sponsors £540 (2011 £676).
2. Other expenses include donation to Organist, advertising and printing

Authorisation

This Annual Report is issued on behalf of the Trustees, and was approved by them at a Committee Meeting held on 30 September 2013.

Philip Hargrave
Chairman and Secretary

October 2013



Margaret Morley
Vice Chairman



Rosemary Jones
Treasurer



Annex A

FRIENDS OF ST. JAMES THE GREAT, THORLEY

BALANCE SHEET

AS AT 31st DECEMBER 2012

2011 £		2012 £
	RESERVES	
23683	Balances at Banks	32388
23683	TOTAL RESERVES	32388
	REPRESENTED BY;	
14530	Balance brought forward from previous year	23683
9153	Excess of Receipts over Expenditure	8705
<u>23683</u>	TOTAL FUNDS	<u>32388</u>

FRIENDS OF ST. JAMES THE GREAT, THORLEY

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2012

2011			2012
£	RECEIPTS		£
1560	Subscriptions		1355
814	Donations		2635
353	Whist Drives		229
320	Weddings		200
	Fund raising:		
7408	Festival of Flowers and Music	6541	
619	Quiz	0	
461	Plant Sale	567	
574	Craft Fair	849	
1876	Sunday Refreshments and Souvenirs	1567	
			9524
80	Bank Interest	156	
780	Tax Rebate	876	1032
<u>14845</u>	TOTAL RECEIPTS		<u>14975</u>
	EXPENDITURE		
	Fund Raising:		
2266	Festival of Flowers and Music	2059	
402	Quiz	0	
215	Plant sale	420	
98	Craft Fair	276	
3	Sunday Refreshments and Souvenirs	8	
			2763
	Other:		
13	AGM	20	
0	Cost of carpet	2400	
20	Lottery registration	20	
196	Insurance	196	2636
749	Repairs and Maintenance to Equipment	761	
1730	Churchyard Expenses	110	871
<u>5692</u>	TOTAL EXPENDITURE		<u>6270</u>
9153	Excess of Receipts over Expenditure		8705
<u>14845</u>			<u>14975</u>

Rosemary Jones, Honorary Treasurer
8th January 2013