

# Trustees' Annual Report

## The Friends of St James the Great, Thorley *Registered Charity No: 288678*

### Year ending 31 December 2013

#### Legal and Administrative Information

This report is for the financial year beginning on 1 January 2013 and ending on 31 December 2013.

The Principal Address of the charity is:

60 The Paddock  
Bishop's Stortford  
Herts  
CM23 4JW

E-mail: [friends.stjames@btinternet.com](mailto:friends.stjames@btinternet.com)

Website: [www.friends-stjames.org](http://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 31<sup>st</sup> 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 September 2014 and those who acted during the period covered by this report.

<b>Name</b>	<b>Office (if any)</b>	<b>Dates Acted Since 1 January 2013</b>	<b>Mode of Appointment</b>
Mr Toby Braddick		1 January 2013 - 27 April 2014	Parochial Church Council Appointee
Miss Margot Cage		1 January 2013 – 8 March 2013 8 April 2013 -14 March 2014 14 April 2014 - present	Elected until 8 March 2013 Co-opted from 8 April 2013 - 14 March 2014. Co-opted from 14 April 2014
Mr John Clark		23 June 2014 - present	Parochial Church Council Appointee
Mr Desmond Conridge		1 January 2013 - 14 March 2014 14 April 2014 - present	Elected until 14 March 2014 Co-opted from 14 April 2014
Mrs Gus Doyle		8 April 2013 - present	Co-opted until 14 March 2014 Elected from 14 March 2014
Mr Bill Hardy		1 January 2013 - 8 March 2013 8 April 2013 - present	Co-opted until 8 March 2013 Co-opted from 8 April 2013- 14 March 2014 Elected from 14 March 2014
Dr Philip Hargrave	Chairman & Secretary	1 January 2013 - present	Elected
Mrs Lindsey Holme		1 January 2013 - 27 April 2014	Parochial Church Council Appointee
Mrs Rosemary Jones	Treasurer	1 January 2013 - present	Elected
Mrs Lina Loadman		1 January 2013 - 14 March 2014 14 April 2014 - present	Co-opted until 8 March 2013 Elected from 8 March 2013 – 14 March 2014 Co-opted from 14 April 2014
Mrs Margaret Morley	Vice Chairman	1 January 2013 - present	Elected
Mrs Lesley Parker		1 January 2013 - 14 March 2014 14 April 2014 - present	Co-opted until 8 March 2013 Elected from 8 March 2013 – 14 March 2014 Co-opted from 14 April 2014
The Revd Robert Payne		1 January 2013 - 31 March 2014	Ex Officio
Mr Graham Rundle		13 January 2014 - present	Co-opted 13 January 2014 – 14 March 2014 Elected 14 March 2014 - present

Mrs Sue Russell		1 January 2013 - 8 March 2013 8 April 2013 -14 March 2014 14 April 2014 – present	Co-opted until 8 March 2013 Co-opted from 8 April 2013 – 14 March 2014 Co-opted from 14 April 2014
Mrs Christine Tew		1 January 2013 - 8 March 2013 8 April 2013- 14 March 2014 14 April 2014 - present	Co-opted until 8 March 2013 Co-opted from 8 April 2013 - 14 March 2014 Co-opted 14 April 2014 - present
Mrs Helen Turner		22 September 2014 - present	Parochial Church Council Appointee

### **Chairman's Report to the Annual General Meeting held on Friday 14 March 2014**

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.

During the course of the year we were sad to learn of the deaths of four of our long-standing members, Ken Childs, Tony Hutchinson, Doreen Oakley and Margaret Stanford.

A programme of restoration work was well underway at St James at the time of last year's Annual General Meeting. As I reported at that meeting, the Friends had just committed a further £4,400 towards the project in addition to the £18,500 that we had been asked to raise back in 2011. This was because the Parochial Church Council had ascertained that the work was likely to cost more than had previously been estimated, and because the Council had also found it necessary to incur architect's fees that had not been included in the original budget. In the event, the Friends made a total grant of just under £24,000 to the Parochial Church Council. This covered the cost of the work undertaken in accordance with the original specification plus a significant number of other items that we also agreed to fund, including repairs to the Churchyard walls. Of this figure, just under £4,000 was by way of a loan to cover the cost of the VAT payable for the work, which the Parochial Church Council will be able to reclaim through the Listed Places of Worship Grant Scheme. The work is now essentially complete, apart from the fitting of protective grills to the last few Church windows.

At this time last year, the total we had raised in respect of our latest fundraising objective, the purchase and installation of new Church lighting, stood at just over £6,500. As a result of our activities over the past year, this figure has more than doubled to £15,500. Once the VAT loaned in respect of the latest restoration programme has been repaid, the Friends will have approximately £19,500 available for this and other projects to add to the over £125,000 we have spent since the start of the new millennium in support of our remit of assisting in maintaining and beautifying the Church and Churchyard.

Last year marked the 30th Anniversary of the Friends, a fact we were able to exploit to gain significant publicity in the local press in the run up to the 2013 Festival of Flowers and Music. Visitors to the Festival were able to view flower arrangements on the theme of The Celebration of Marriage. They were also treated to a number musical moments throughout the Festival and group singing on the Monday, and had an opportunity each day to receive prayer for healing. 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 great success, both as a significant outreach opportunity and financially. 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. Most recently we held another very successful Quiz Evening in February. 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 Mike Trippick 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 until the end of October, and for restarting the 2014 season on the first Sunday of this month, and taking responsibility for the provision of teas during the months of March and April. We were also 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 at the end of 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 continued to attract attention during the course of the year. Bill Hardy and I had a particularly interesting e-mail correspondence with Peter Bolt, the Head of the Department of New Testament and Greek at Moore Theological College in Newton, a suburb of Sydney in New South Wales, Australia. Having found the section of our site with biographies of all the Rectors of St James, from the first recorded incumbent, William dictus Vygorous de London who was presented to the benefice by Stephen de Gravesend, Bishop of London, on 20 March 1327, right up to those who served during the Second World War, he was interested in learning more about the descendants of John Horsley who was Rector of Thorley from 1745 until his death in 1777. Peter was writing a biography of Phillip Jensen, the Dean of St Andrew's, the Cathedral Church of the Diocese of Sydney, and the brother of Peter Jensen, the former Archbishop of Sydney, who it turns out are descendants of John Horsley and his second wife Mary. We already knew that John Horsley had a number of famous decedents, including his son Samuel who also served as Rector of St James before being elevated to the Bishopric and becoming a powerful figure in the House of Lords, his grandson John Horsley Palmer who became Governor of the Bank of England, and his great grandson Roundell Palmer who was created first Earl of Selborne and twice served as Lord Chancellor. It was good to learn of famous names in today's generation of that family. Coincidentally, at that time Bill had only just been contacted by someone who had found a portrait of John Horsley's second wife, Mary, the grandmother of John Horlsey Palmer and great grandmother of Roundell Palmer, and had donated it to St James.

Recent additions to the Friends' website have included a journey through 900 years of changes in our Church's patronage, diocese and income. The site now also has biographies of a number of the Curates who served during the late eighteenth and nineteenth centuries in addition to those of the Rectors, a number of the latter of which have been updated during the year as further information has come to hand.

Staying with the history theme, once the necessary business of this Annual General Meeting has been completed, Bill Hardy will be giving a short presentation entitled 'A Stroll down Thorley Lane in the Early 1900s'. Our evening will then conclude with a bring-and-share finger buffet and drinks.

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 2013 to the Annual General Meeting held on Friday 14 March 2014**

This year the accounts, as presented in Annex A, show an excess of expenditure over income of £13764 compared with an excess of income over expenditure of £8705 in 2012. We still hold healthy cash balances in our current and savings accounts.

All our excess funds are deposited with the Church Central Board of Finance until they are needed.

Subscriptions and Donations show a slight decrease this year. We received a sizeable donation which enabled the Committee to purchase a new strimmer , costing £329.

The tax rebate has increased to £1169 this year but is expected to be lower in 2014

The Festival of Flowers and Music was again a huge success. Gross takings of £7527 less expenses of £2372 mean that, for the first time, we have broken the £5000 ceiling.

Our annual Quiz Evening was held in February 2013 and raised a net £624, catering having been taken "in house".

Sunday Teas in the summer and Soup Lunches in the winter both generated substantial funds again, £1604 in 2013. It has been decided to stop the winter lunches as numbers have declined and it is no longer cost effective.

The ever popular Whist Drives raised a tremendous £149 for the Friends.

The Plant Sale in May and the Craft Fair in November raised £266 and £388 respectively.

Repairs and Maintenance to Churchyard equipment remains high, because of heavy usage.

Repairs to the Churchyard wall are included in the Church Works as they formed part of the work commissioned by the Parochial Church Council which was retrospectively funded by the Friends.

Many thanks to Geoff Pickering for once again examining our accounts.

Flower Festival	2013	2012
	£	£
Raffle	713.35	502
Donations	1332.70	1105
Refreshments	1729.68	1434
Ice Cream	47.80	47
Souvenirs	25.14	142
Plants	442.80	222
Flowers (note 1)	(1.38)	(3)
Stalls -Mini Fete	461.51	366
St Barnabas Centre	(120)	(120)
Expenses (note 2)	(189.98)	(95)
Craft Fair	280.00	315
Programmes	86.40	142
Books	328.70	411
Bill Hardy's Talk	18.15	14
<b>Totals</b>	<b>5154.87</b>	<b>4482</b>

Stalls	2013	2012
	£	£
Recycled Goods	195.11	145
Tombolas	122.00	86
Cakes and Produce	144.40	135
Cut Flowers	-	-
<b>Totals</b>	<b>461.51</b>	<b>366</b>

#### Notes

1. Cost of flowers met by sponsors £625 (2012 £540).
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 22 September 2014.



Philip Hargrave  
Chairman and Secretary



Margaret Morley  
Vice Chairman



Rosemary Jones  
Treasurer

September 2014

Annex A

FRIENDS OF ST. JAMES THE GREAT, THORLEY  
BALANCE SHEET

AS AT 31st DECEMBER 2013

2012		2013
£		£
	RESERVES	
32388	Balances at Banks	18624
32388	TOTAL RESERVES	18624
	REPRESENTED BY:	
23683	Balance brought forward from previous year	32388
8705	Excess of Expenditure over Receipts	-13764
<u>32388</u>	TOTAL FUNDS	<u>18624</u>



FRIENDS OF ST. JAMES THE GREAT, THORLEY

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2013

2012		2013
£	RECEIPTS	£
1355	Subscriptions	1225
2635	Donations	870
229	Whist Drives	149
200	Weddings	0
	Fund raising:	
6541	Festival of Flowers and Music	7527
0	Quiz	774
567	Plant Sale	778
849	Craft Fair	491
1567	Sunday Refreshments and Souvenirs	1666
		11236
156	Bank Interest	97
876	Tax Rebate	1169
<u>14975</u>	<b>TOTAL RECEIPTS</b>	<u>1266</u> <u>14746</u>
	<b>EXPENDITURE</b>	
0	Church Works	23962
	Fund Raising	
2059	Festival of Flowers and Music	2372
0	Quiz	150
420	Plant sale	512
276	Craft Fair	103
8	Sunday Refreshments and Souvenirs	62
		3199
	Other:	
20	AGM	19
2400	Equipment Purchase	330
20	Lottery Registration	20
196	Insurance	196
761	Repairs and Maintenance	784
110	Churchyard Expenses	0
<u>6270</u>	<b>TOTAL EXPENDITURE</b>	<u>1349</u> <u>28510</u>
8705	Excess of Expenditure over Receipts	-13764
<u>14975</u>		<u>14746</u>

Rosemary Jones, Honorary Treasurer  
17 January 2014