

Trustees' Annual Report

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

Year ending 31 December 2016

Legal and Administrative Information

This report is for the financial year beginning on 1 January 2016 and ending on 31 December 2016.

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.

In fulfilling the object of the charity, the Trustees have had due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

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 2017 and those who acted during the period covered by this report.

Name	Office (if any)	Dates Acted Since 1 January 2016	Mode of Appointment
Miss Margot Cage		1 January 2016 - 10 March 2017 3 April 2017 - present	Co-opted until 11 March 2016 Elected from 11 March 2016 - 10 March 2017 Co-opted from 3 April 2017
Mr John Clark		1 January 2016 - 18 April 2016	Parochial Church Council Appointee
Mr Desmond Conridge		1 January 2016- 10 March 2017 3 April 2017 - present	Co-opted until 11 March 2016 Elected from 11 March 2016 – 10 March 2017 Co-opted from 3 April 2017
Mr Bill Hardy		1 January 2016- 10 March 2017 3 April 2017 - present	Co-opted until 11 March 2016 Elected from 11 March 2016 - 10 March 2017 Co-opted from 3 April 2017
Dr Philip Hargrave	Chairman & Secretary	1 January 2016 - present	Elected
Mr Clive Hayball		25 September 2017 - present	Parochial Church Council Appointee
Mrs Rosemary Jones	Treasurer	1 January 2016 - present	Elected
Mrs Lina Loadman		1 January 2016 – 11 March 2016 18 April 2016 - present	Elected until 11 March 2016 Co-opted from 18 April 2016 – 10 March 2017 Elected from 10 March 2017
Mrs Margaret Morley	Vice Chairman	1 January 2016- present	Elected
Revd Chris Orme		1 January 2016 - present	Ex Officio
Mrs Lesley Parker		1 January 2016 - 11 March 2016 18 April 2016 – 10 March 2017 3 April 2017 - present	Co-opted until 11 March 2016 Co-opted from 18 April 2016 – 10 March 2017 Co-opted from 3 April 2017
Mr Graham Rundle		1 January 2016 - 11 March 2016 18 April 2016 - present	Co-opted until 11 March 2016 Co-opted from 18 April 2016 – 10 March 2017 Elected from 10 March 2017

Mrs Sue Russell		1 January 2016 - 11 March 2016 18 April 2016 - present	Elected until 11 March 2016 Co-opted from 18 April 2016 – 10 March 2017 Elected from 10 March 2017
Mrs Christine Tew		1 January 2016 - 11 March 2016 18 April 2016 – 10 March 2017 3 April 2017 - present	Elected until 11 March 2016 Co-opted from 18 April 2016 10 March 2017 Co-opted from 3 April 2017 - present
Mrs Helen Turner		1 January 2016 - 24 September 2017	Parochial Church Council Appointee
Mr Clive Weir		7 July 2016 - present	Parochial Church Council Appointee

Chairman's Report to the Annual General Meeting held on Friday 10 March 2017

Good evening and thank you all for coming to the 2017 Annual General Meeting of the Friends of St James the Great, Thorley.

The Committee has worked hard on behalf of us all over the past year, 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 two of our long standing members, Barbara Lewis and Bob Williams. Bob and his wife Brenda, who died in 2015, organised Whist Drives for many years, the profits from which they kindly donated to the Friends.

At last year's Annual General Meeting I was pleased to report that the Friends were poised to make a grant to the Parochial Church Council to fully fund the new Church lighting that had then just been installed. This year I am similarly pleased to report that we are about to make a grant to cover the full cost of the redecoration of the interior of the Church, which, I am delighted to report, was completed just a few days' ago. Following the discussion at last year's Annual General Meeting, and with the agreement of the Parochial Church Council, we turned our attention during the course of the past year to raising funds to improve our Church heating. Following advice from the Diocesan Heating Advisor, the Parochial Church Council is now investigating a scheme based on the existing boiler that will employ far more efficient radiators to enable the system to be programmed to reach the temperature required for services in a timely manner from a lower level at which the Church will be maintained throughout the rest of the week. Although the likely cost of such an upgrade to the Church heating is not yet known, the Friends are already in the position of having a significant sum available for this work as a result of another very successful year of fundraising. I will leave it to Rosemary to say more in this respect in her Treasurer's report, but hopefully it means that we will not have to wait too much longer to see, or rather feel, a much needed improvement in our Church heating.

Our main fundraising event during the last year was, as usual, our annual Festival of Flowers and Music held over the August Bank Holiday weekend. Visitors to the 2016 Festival were able to view flower arrangements on the theme of Show Time. They were also treated to a number of musical moments and group singing throughout the Festival. Together with a Craft Fair on all three days of the Festival, a 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 also financially, as you will hear from Rosemary in her report.

The Friends 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 and most enjoyable Quiz Evening in February of this year. A particularly big thank you is due to Pam and Steve Robertson for once again setting the questions for the Quiz and overseeing the marking, and to Mike Trippick for his sterling performance as Quiz Master. As usual, a great time was had by all.

The Friends would like to be able to offer Sunday Afternoon Teas from the Church Room during the months of May, June, July, August and September this year. However, this will only be possible if volunteers are forthcoming who are prepared to organise rotas for segments of this season, together with those willing to sign-up for the individual weekly slots in these rotas. Please let me or any of the other Committee members know if you are able to help in either way.

The Friends' website continued to attract attention during the course of the past year. It was pleasing to receive an email in January of this year from a couple who had recently bought an oil painting of Mary Horsley, the wife of the Revd John Horsley who was Rector of St James the Great from 1745 to 1777. On surfing the web in an attempt to find out more about Mary, they had come across our website and had been surprised to see a photograph of a very similar painting to the one they had purchased that was donated to St James some four years' ago and which now hangs in the Church vestry. Towards the end of last year we were also contacted by members of Great Chishill District Church Council to say how much they had enjoyed learning about our Church through the Friends' website. Their church of St Swithin was recently awarded a grant by the Heritage Lottery Fund towards the cost of repairs to the Church tower. They had been impressed by our website and the history it contained and thought it was the sort of thing they would like to put together as part of an associated project to provide a better interpretation of the history and heritage of their Church for visitors. As they were keen to receive some help in getting this project started, Bill Hardy kindly agreed to meet with them at St James, before going on to St Swithin's to view their Church and see first-hand the scale of the restoration challenges they are facing.

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 'The Bishop's Stortford Workhouse'. Our evening will then conclude with a bring-and-share finger buffet and drinks.

I will end my Report by thanking Margaret, our Vice Chairman and Rosemary, our Treasurer, 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 her Treasurer's report.

Thank you very much.

Treasurer's Report for the Year Ending 31 December 2016 to the Annual General Meeting held on Friday 10 March 2017

This year our accounts (Annex A) show an excess of expenditure over income of £9,312 and we show healthy cash balances in our bank and savings accounts.

The Accounts show how the income was received and the expenditure was incurred in the year ended 31st December 2016 with comparative figures for 2015.

A grant was made to the Parochial Church Council for the upgrade of the lighting in the Church of £21,807. With the exclusion of the grant, our net income was £12,500, slightly less than 2015. The gross income was down due to smaller receipts for Bank interest and Gift Aid rebate and the repayment of a loan to the PCC in 2015 was counterbalanced by a gift of £5,000 from a former resident of the parish whose husband is buried here. Expenditure, other than the grant, was up on 2015 because of increased costs of maintenance and repair to the equipment used in the Churchyard, an ongoing expense which will continue to increase as equipment gets older. Thanks are expressed to Peter and Margaret Morley for their unstinting hard work in this regard.

All our events have been successful and are important outreach opportunities. We need to pray for more members of our Church family to be on hand at these events to welcome our visitors.

Details of the figures relating to the Festival of Flowers and Music are shown below.

Flower Festival	2016	2015
	£	£
Raffle	805	572
Donations	940	1470
Refreshments	1786	1676
Ice Cream	-	10
Souvenirs	-	30
Plants	457	439

Flowers (note 1)	(10)	(3)
Stalls -Mini Fete	477	485
St Barnabas Centre	(120)	(120)
Expenses (note 2)	(85)	(127)
Craft Fair	415	240
Programmes	117	82
Books	256	277
Bill Hardy's Talk	8	14
WWI Booklets	8	-
Totals	5045	5033

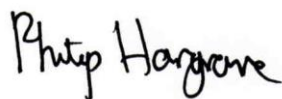
Stalls	2016	2015
	£	£
Recycled Goods	207	204
Tombolas	159	126
Cakes & Eggs	111	155
Totals	477	485

Notes

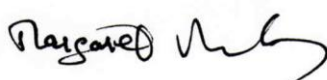
1. Cost of flowers met by sponsors £753 (2015 £683).
2. Expenses include gift for Organist, Caretaker and advertising

Authorisation

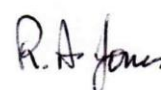
This Annual Report is issued on behalf of the Trustees, and was approved by them at a Committee Meeting held on 25 September 2017.



Philip Hargrave
Chairman and Secretary



Margaret Morley
Vice Chairman



Rosemary Jones
Treasurer

25 September 2017

Annex A

**FRIENDS OF ST JAMES THE GREAT, THORLEY
BALANCE SHEET**

AS AT 31st DECEMBER

2016		2015
£		£
NET ASSETS		
20656.24	Barclays Community Account Bank Balance	10030.19
12062.14	CBF Church of England Deposit Fund Bank Balance	32000.28
32718.38	TOTAL NET ASSETS	42030.47
REPRESENTED BY:		
42030.47	Surplus Brought Forward from Previous Year	28127.17
(9312.09)	Current Year deficit	13903.30
32718.38	TOTAL RESERVES	42030.47

FRIENDS OF ST JAMES THE GREAT, THORLEY

INCOME & EXPENDITURE ACCOUNT

FOR THE YEAR ENDING 31 DECEMBER 2016

2016		2015
£	INCOME	£
985.00	Subscriptions	915.00
5420.72	Donations	855.27
	Fund Raising	
6794.69	Festival of Flowers and Music	7027.02
862.28	Quiz	999.89
996.51	Plant Sale	941.31
832.72	Craft Fair	700.35
982.21	Sunday Refreshments and Souvenirs	1181.14
10488.41	Sub-total Fund Raising	10849.71
61.86	Bank Interest	152.23
624.53	Tax Rebate (Gift Aid)	679.57
	Repayment of Loan to PCC	4416.94
17560.52	TOTAL INCOME	17868.72
	EXPENDITURE	
21807.78	Lighting	
	Fund Raising Costs	
1740.20	Festival of Flowers and Music	1982.00
246.18	Quiz	243.84
653.30	Plant sale	585.00
96.07	Craft Fair	128.54
2735.75	Sub-total Fund Raising Costs	2939.38
	Other	
15.00	AGM	20.00
500.00	Equipment Purchase	100.72
20.00	Lottery Registration	20.00
270.48	Insurance	253.48
1455.12	Repairs and Maintenance	611.84
68.48	Sundries	20.00
2329.08	Sub-total Other	1026.04
26872.61	TOTAL EXPENDITURE	3965.42
(9312.09)	TOTALSURPLUS / (DEFECIT)	13903.30

Rosemary Jones, Honorary Treasurer
March 2017