



PARISH OF ST ANTHONY AND ST MARK

Parish Finance Committee Meeting Monday 3rd July 2023

Present:

Margaret McGrath
Margaret Anderson
Anne Clark
Alison Roe
Marian Devine
Winnie McGinlay
Jillian Duffy

Apologies:

Fr Charles Coyle

1 Introduction

Margaret opened the meeting and explained that Fr Coyle is currently on holiday but that he wished this meeting to go ahead as we can make decisions, but these will have to be agreed by the new Parish Priest. As has been announced, Fr Coyle is leaving the parish to take up a post in the University of Glasgow.

2 Action Points from last meeting and Matters Arising

- a) The Committee had agreed the form for collecting the Parish Asset Data – the Committee was asked to agree the draft “approach to creating the Parish Asset Register” – a copy is attached. This was discussed in full and the suggested approach was approved by the Committee. We agreed that we now need to wait until the new Parish Priest has been appointed and consulted before agreeing dates.
- b) Training Session 1 for Parish Accounts has been completed – attended by the whole committee. Volunteers were requested to undertake Training Session 2 – to enable cover for Margaret in her absence and to ensure the Parish has sufficient people with knowledge of the system for producing the Financial Report required by the Diocese. Three volunteers were all agreed by the Committee – Winnie McGinlay; Alison Roe and Margaret Anderson. Again, the training will be delayed until the new Parish Priest has been appointed to ensure he is satisfied with the Finance arrangements.

- c) Gift Aid letter which had previously been agreed has now been issued to all members of the Gift Aid scheme for April 2022 to April 2023. Now that we have set up the system for producing the letters, it should be easier to achieve next year.

3 Current Financial Situation

Margaret was able to report that HMRC refund for Gift Aid totalling £16,729.06 has been received. A further £2,000.00 for each Church for the HMRC Small Donations Scheme will also be received in a few week's time. The Parish application for a grant to assist with the new boiler in St Anthony's has been approved. We need to pay the bill in full and we can then claim the 50% grant. In addition, we have already received half of the cost from an anonymous donor and therefore the work can go ahead. No date has been agreed for this, but it should be as soon as possible.

4. Date and Time of Next Meeting

The Committee has already agreed to meet at three-monthly intervals. Our next meeting should take place on Monday 16th October (school holiday week), but we will have to check with the new Parish Priest who may wish an earlier meeting.

ACTION POINTS

There were no action points agreed at the meeting due to the imminent change in Parish Priest – once the new Parish Priest has taken up residence, Margaret will bring him up to date with the work of the Committee and he can decide on the next meeting etc.

13 July 2023