



PARISH OF ST ANTHONY AND ST MARK

Present:

Fr Stephen Reilly
Margaret McGrath
Margaret Anderson
Anne Clark
Marian Devine
Winnie McAulay

Apologies:

Alison Roe
Jillian Duffy

1 Introduction

Father Reilly opened the meeting with a reading from St Paul and a prayer. He thanked everyone for attending today.

2. Action Points and Matters Arising from last meeting

- Margaret advised there was no point in producing a monthly summary report with only one month's data at present (January 2024) but that for each meeting going forward this will be made available to members to scrutinise and discuss any relevant issues. **Action Point : MMcG to produce report for each meeting.**
- Margaret explained it is possible to separate the electricity bills for the church and house in St Mark's, but we are unable to identify the usage of the hall. St Anthony's has one gas bill but 3 electricity meters – we hope to be able to identify the different areas/bills once work on the House for the Poor Clares has taken place.
- Fr Reilly provided a verbal update on the Poor Clares move to St Anthony's. New drawings have now been completed and work will begin soon. He was able to confirm that the Parish will not pay for any of this work.
- Parish Fabric Committee has met for a second time and has identified members to take the lead on individual pieces of work. Fr Reilly explained the work done, using the matrix, and identifying Health & Safety as well as Disability Access issues, to prioritise the work going forward. Pews will be removed from the side chapel at St Anthony's – no decision has yet been made on how they will be disposed of. The issue of the backing on some of the kneelers at S Marks which are in a bad condition was raised. Fr Reilly explained that these were not a priority at this time but hopefully can be dealt with in the future. A new loft ladder has been provided for St Anthony's and work has begun to clear out the lofts in both houses – with a view to installing loft insulation in the near future in St Mark's, which should improve the heat in the house and hopefully help to reduce some heating costs.
- Margaret advised that any payments from our parishioners which are made to the Diocese are refunded to parishes – and this includes payment of Gift Aid.
- Margaret reported that the lighting at the car park at St Mark's has been improved by the installation of a light on the wall of the church. This was installed by a volunteer parishioner.

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3. Current Financial Situation

Margaret reported that we had made no changes to our level of savings with the Diocese in the PiF and PaF since our last meeting. Our normal bank balances continue to cover our costs, although once the immediate work of the Fabric Committee begins, we will have more expenditure to deal with. We need to keep an eye on this when it begins, and hopefully we may be able to obtain some help with some of the costs via donations etc.

4. Changes to Banking Arrangements

Margaret reported that, to date, the Diocese has changed one of our accounts from RBS to Bank of Scotland. While it would be helpful if all accounts were held in the same bank, it is not really a problem from an administrative point of view. Margaret Anderson is depositing cash at Bank of Scotland – the procedures differ from those at RBS but there are pros and cons to both systems. Fr Reilly asked about dealing with SCIAF boxes – we can currently still use the RBS cash counting machine for these, but in future we may need to consider other arrangements as Bank of Scotland does not currently use cash counting machines.

5. Financial Report to Parishioners

Margaret had produced a draft report on the 2023 Financial Return which will be issued with this weekend's bulletin and published on the parish website. The report was fully considered, with a suggestion of clarifying the costs of Grounds Management, i.e. that it does not just cover gardening costs, but includes e.g. improvements to the white lines on the car park, cutting down of trees and improving some of the driveway in front of St Mark's house. It was agreed that the report can be published, once this amendment has been made. **Action Point: MMcG to amend as discussed and arrange publication on the parish website and issue with this week's bulletin.**

6. Any other relevant business

Margaret thanked the team members who had undertaken the work to complete the Parish Asset Inventory. We currently hold lists of items for St Anthony's Church and Hall with photographs of each. For St Mark's we have lists of items and photographs for St Mark's Church. It was agreed that the work should continue for St Mark's Hall, but that Fr Reilly will need to present for work on the Houses as he can identify any items which are his personal possessions. A file has been set up on the parish PC which will hold this information. **Action Point : Finance Team to continue work to gather remaining inventory information – liaising with Fr Reilly re both houses as necessary.**

7. Date and time of next meeting

The Committee agreed that we should try to arrange the next meeting during a school break – perhaps in May – to enable Jillian Duffy to attend. **Action Point : MMcG to check with Jillian and issue proposed date for next meeting to the Committee.**

March 2024