



A charity registered in England No. 1052543

St Hild and St Helen  
Christian Fellowship,  
Melbury street,  
Seaham, SR7 7NF

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## Minutes of the Annual General Meeting (Trustees and Members) on 24<sup>th</sup> July 2023

- **Location:** Church
- **Date:** 24<sup>th</sup> July 2023
- **Time:** 6:30pm

### Attendees:

David Taylor (DT), Barbara Taylor (BT), Mark Taylor (MT), Emma Taylor (ET), Sarah Cox (SC), Benjamin Cox (BC), Tim Cox (TC) (secretary) (minutes).

### Apologies:

Katherine Jacklin (KJ)

DT opened the meeting with prayer at 6:30pm

Raised by	Minute	Action
TC	Minutes of the previous Elders meeting on 10 <sup>th</sup> July were read, and actions will be followed up in the next Elders meeting. Apart from that there were no other matters arising.  Proposed as read and agreed: TC. Seconded SC. Carried unanimously.	
DT	Treasurer Report  DT read and commented on the Main Account and Community Account details.  Proposed DT, Seconded ET. Carried unanimously.	
BT	Treasurer and Secretary Thank you and nominations.  BT wanted to thank DT for the treasurer role during the year and BT	DT, TC

Trustees: David Taylor, Barbara Taylor, Emma Taylor, Mark Taylor

	<p>thanked TC for helping as secretary.</p> <p>SC nominated DT as Treasurer and DT nominated TC as Secretary for another year.</p> <p>DT accepted the treasurer role and TC accepted secretary role for another year.</p> <p>Proposed BT, Seconded SC. Carried unanimously.</p>	
BT	<p>Membership List</p> <p>BT advised on current members. BT has reviewed the list and terminated a member who has not attended for over 3 months as per the Church's membership policy.</p> <p>Proposed BT, Seconded TC. Carried unanimously.</p>	BT
TC	<p>Elders and Trustees List</p> <p>TC advised on current elders and trustees and advised Katherine Jacklin will be a temporary elder from 14th August 2023 and ends on the 31st of August 2024.</p> <p>ET last day as an elder will be 13th August 2023 is planning to return to on 1st September 2024. ET will still be a trustee during this period.</p> <p>Proposed TC, Seconded MT. Carried unanimously.</p>	
BT	<p>Safeguarding Policy</p> <p>The Safeguarding Policy was discussed and ratified.</p> <p>BT to make minor amendments to the safeguarding policy to say "DBS" rather than "CRB".</p> <p>Proposed BT, Seconded ET. Carried unanimously.</p>	BT
ET	<p>Sunday Services</p> <p>ET advised Sunday Services are going well, we have all age gatherings three times a month with a communion service once a month. This might change in September.</p> <p>Proposed ET, Seconded TC. Carried unanimously.</p>	
BT	<p>Sunday School</p> <p>BT discussed the state of Sunday School and it's going well.</p> <p>Proposed BT, Seconded SC. Carried unanimously.</p>	
BT	<p>Toddlers</p> <p>BT discussed the state of Toddlers. We had some people move on and SC</p>	

	<p>will contact the waiting list to invite others to come along. BT mentioned we have also got some new toys in.</p> <p>Proposed BT, Seconded DT. Carried unanimously.</p>	
MT/SC	<p>Youth</p> <p>MT/SC discussed the youth group. MT has said the youth is going quite well, SC mentioned less is coming at present. MT advised we could investigate how we can expand to reach more people. BT suggested we could provide funds to help if we need to update items within the youth group. SC said we can decide near September.</p> <p>Proposed MT, Seconded SC. Carried unanimously.</p>	SC/MT
BT	<p>Weddings</p> <p>BT discussed weddings. BT advised us we haven't had lots of weddings this year. BT believes 90% of weddings we had this year have used the Church's own provided clothes.</p> <p>Proposed BT, Seconded TC. Carried unanimously.</p>	
MT	<p>Food Bank</p> <p>MT discussed the Food Bank. MT suggested we might get 1 family a week. MT advised we have a lot of volunteers.</p> <p>Proposed MT, Seconded SC. Carried unanimously.</p>	
ET	<p>King's Church partnership</p> <p>ET advised we are excited about the partnership with Kings. KJ is joining the eldership for a year in August. KCD has groups they are sending throughout the Sundays in the month and our Church will attend KCD one Sunday a month. DT advised we are also making a voluntary contribution of £600 a month to KCD.</p> <p>Proposed ET, Seconded TC. Carried unanimously.</p>	
TC	<p>Next meeting for Elders is 29<sup>th</sup> August 2023.</p> <p>Nothing to proposed just information only.</p>	Elders to attend

There being no further business, MT closed the meeting in prayer at 07:30pm

**ST HILD & ST HELEN CHRISTIAN FELLOWSHIP**

**GENERAL FUND**

**RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST MARCH 2023**

		<u>2023</u>		<u>2022</u>
<u>OPENING BALANCES</u>				
Cash	—		222	
Bank	<u>15697</u>	15697	<u>3842</u>	4064
 <u>ADD RECEIPTS DURING THE YEAR</u>				
Collections	6511		4637	
Gift Aid Donations	6321		5108	
Gift Aid Tax Repayments	2615		1889	
General Donations	662		483	
Transfer from Community Account	1000		15000	
Insurance claim	—		2885	
Light and heat contributions	600		580	
Hire of Hall and Rooms	970		310	
Grant - Sainsburys	500		—	
Funeral fees	300		400	
Wedding Registration Fees	<u>555</u>	<u>20034</u>	<u>680</u>	<u>31972</u>
		35731		36036
 <u>LESS PAYMENTS MADE DURING THE YEAR</u>				
Community Manager's salary	—		5757	
Emma Taylor salary	7300		7400	
HMRC PAYE and NI	709		1202	
Pension contributions	—		166	
Church safeguarding children	137		171	
AOG Fees	530		780	
Licences	348		329	
Lighting and Heating	3051		2501	
Insurance	1778		1650	
Repairs, Renewals and maintenance	2930		30	
Gardener	125		—	
Sound operator - weddings	—		30	
Water	92		58	
Grant - Sainsburys	500		—	
Accountancy	270		265	
Evangelic Alliance	90		—	
Energise course fee	<u>50</u>	<u>17910</u>	<u>—</u>	<u>20339</u>
 <u>CLOSING BALANCES</u>				
Cash	—		—	
Bank	<u>17821</u>	<u>17821</u>	<u>15697</u>	<u>15697</u>



**ST. HILD & ST HELEN CHRISTIAN FELLOWSHIP**

**COMMUNITY FUND**

**RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST MARCH 2023**

**OPENING BALANCES**

Cash	130	
Bank	<u>34660</u>	34790

**RECEIPTS DURING THE YEAR**

Vardy Foundation	1000	
Durham County Council	990	
Credit From Community	1650	
Other Donations	<u>2615</u>	<u>6255</u>
		41045

**LESS PAYMENTS MADE DURING THE YEAR**

Transfer to General Fund	1000	
Stationery including Crafts and Sunday School	159	
First aid	288	
Outreach	165	
Christmas tree	50	
Food Bank top up	26	
Light party	138	
Repairs, renewals, maintenance and redecoration	8377	
Baptism Pool	15	
Bible Study refreshment	8	
DBS Child safeguarding	13	
Church sign	<u>27</u>	<u>10266</u>

**CLOSING BALANCES**

Cash	947	
Bank	<u>29832</u>	<u>30779</u>

**ACCOUNTANT'S REPORT**

**to**

**ST HILD & ST HELEN'S CHRISTIAN FELLOWSHIP**

**DAWDON, SEAHAM, COUNTY DURHAM, SR7 7NF**

**on**

**THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023**

In compliance with instructions given to me I have prepared, without carrying out an audit, the annexed Receipts and Payments Accounts from the accounting records, information and explanations supplied to me and report that the accounts are in accordance therewith.

**Paul Purdham**

A handwritten signature in black ink, appearing to read 'Paul Purdham', with a long horizontal flourish extending to the right.

**Accountant**

**26 Millers Hill  
Houghton le Spring  
Tyne and Wear  
DH4 7AJ**

**June 2023**