

ST. PETER'S FORDHAM PRESERVATION TRUST

England & Wales · Charity number 1074595

Details

Status Registered

Legal form Other

Registered 1999-03-09

Register [View on the Charity Commission register](#)

Contact

Address 42 Church Street
Fordham
Ely
CB7 5NJ

Phone 01638721545

Email geoff.annemitchell@sky.com

Activities

Objects: TO MAINTAIN, REPAIR, RESTORE, PRESERVE, IMPROVE, BEAUTIFY AND RECONSTRUCT FOR THE BENEFIT OF THE PUBLIC THE FABRIC OF THE CHURCH OF ST. PETER'S, FORDHAM, CAMBRIDGESHIRE ITS MONUMENTS, FIXTURES, FITTINGS, FURNITURE, STAINED GLASS, ORNAMENTS AND OTHER CHATTELS AND ITS CHURCHYARD

Activities: Fundraising for upkeep of the parish church fabric.

Classification

- **How:** Provides Other Finance, Provides Buildings/facilities/open Space
- **What:** Religious Activities, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** CAMBRIDGESHIRE
- Cambridgeshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£35,734	£64,418	-	-
2024-03-31	£4,344	£5,222	-	-
2023-03-31	£35,181	£10,648	-	-
2022-03-31	£1,551	£2,673	-	-
2021-03-31	£3,615	£5,809	-	-

Trustees

Name	Role	Appointed
ROGER JAMES PALMER	Chair	
Anne Mitchell		
DR STEPHEN CHARLES TAYLOR		
Daphne Rosalind Wilding		2017-05-23
Diane Catchpole		2017-03-08
HUGH ANDREW PALMER		
Richard Taylor		2018-05-08

ST. PETER'S FORDHAM PRESERVATION TRUST

England & Wales - Charity number 1074595

Accounts

***St Peter's Fordham Preservation Trust
Annual General Meeting 2025***

Tuesday, 6th May 2025 commencing at 7.30pm
in the Church Undercroft

A G E N D A

1. Apologies for absence
2. Minutes of the Meeting held on 7th May 2024
3. Matters Arising from the minutes of the previous AGM
4. Chairman's Annual report – to be tabled
5. Treasurer's report – to be tabled
6. Progress Report on the Electric & Heating Project
7. Election of Committee and Officers

Appointment of four Committee members resigning and up for re-election:

Roger Palmer
Diane Catchpole
Anne Mitchell
Sally Parr

Rector is automatically appointed as incumbent

Dr S Taylor is the appointee of the PCC

Position to be filled: Treasurer – nominations welcome

8. Any Other Business
9. Date, time and place of Next AGM tba May 2026 commencing at 7.30pm in the Church Undercroft

Chair Report May 2025

Thank you for attending the AGM of the St Peter's Fordham Preservation Trust, your support and attendance is greatly appreciated.

The objective of the Trust is to maintain, repair, restore, preserve, improve, beautify, and reconstruct for the benefit of the public the fabric of the Church of St. Peter & St Mary Magdalene, Fordham.

The Committee has met four times since the last AGM and there has also been a lot of activity over the last 12 months.

The heating and electrical project, which was first discussed in 2022, has been completed at last. This has been a complicated project, and I would like to place on record my thanks to Diane and Stephen for the work they have undertaken. This has been the largest project completed in some time.

Whilst the work was being carried out, it became clear that changes needed to be made and that it would be better to carry out the work at the same time. Unfortunately, this has led to an overrun on the cost of the project.

The roof works detailed in the quinquennial report were completed just before Christmas and the flint walls have been repaired.

A breakdown of the expenditure relating to works to the Belltower is included in the AGM papers. Work to the Belltower this year includes the replacement of bell ropes.

I am delighted to report that the clock tower motors have been repaired.

Work to secure headstones in Graveyards 2 and 3ii, which was raised during last year's AGM, have also been carried out.

Discussions have been ongoing throughout the year with the Parish Council concerning the transfer of responsibility for the closed graveyards (1 and 3i) and Revd Steve continues to work on formalising the arrangement.

It is never easy to raise funds to support the work of the Trust and I would like to thank everyone involved in fundraising activities. The Committee has been delighted with the donations received from residents and businesses this year and I would like to pass my thanks on to you all. Without your kind donations we would find it hard to carry out the works required.

A generous donation was made following the opening of Netherall garden and I would like to take this opportunity to thank Mr Timothy Clarke for his continued support.

I would also like to thank Richard Taylor for organising a car boot sale and can confirm this year's car boot sale will be held on Sunday, 14th September.

The Trust relies on volunteers and I wish to recognise the enormous contribution Anne Mitchell has made as Treasurer over the past 25 years. Anne is standing down as Treasurer at the AGM and the Trust is seeking a replacement for her.

Finally, I would like to thank all committee members for their work and support this year.

Roger Palmer
Chairperson

St Peter's Fordham Preservation Trust
Minutes of the Annual General Meeting held on
Tuesday, 7th May 2024

MEMBER'S PRESENT: Roger Palmer (Chairman), Rev'd Stephen Day (Incumbent – late joining), Anne Mitchell (Treasurer), Diane Catchpole (Secretary), Stephen Taylor (PCC Appointee), Richard Taylor, Hugh Palmer and Sally Parr.

APOLOGIES: Daphne Wilding (Member Emeritus).

Also In attendance: Malcolm Barber, John Pryke, Bob Shortland and Chris Bell.

MINUTES OF THE AGM 2023:

These were confirmed by those present to be an accurate record of the meeting and signed accordingly by RP.

MATTERS ARISING:

Electric Rewiring & Heating System Replacement DCC/ST gave a verbal report on the current status of this issue. A faculty application has been submitted and was discussed at the last DAC planning committee meeting, with a visit group being asked to attend the church and give a recommendation to the full DAC committee. This meeting took place and they suggested that we focus on 3 possible heating options:-

Chandelier Heat/Light fittings

High level Radiant heaters

Pew heaters

See attached paper giving further details of the various options as discussed for some time during the meeting. This paper will be drawn up by DCC on behalf of the CPT and submitted to the DAC visit group confirming that the CPT, after a detailed discussion, voted unanimously to seek to go ahead with the High level Radiant Heaters. The PCC will also be asked to formally vote on this matter; however, several of those present are on both committees and they are confident that the PCC will agree.

Rev'd SD joined the meeting during this item.

CHAIRMAN'S ANNUAL REPORT:

The Chairman read out the report as previously circulated.

Since the last AGM, held on 9th May with six people in attendance and two proxy's given, the Committee has met four times at Roger Palmer's home.

The Chairman is delighted to report that Rev'd Stephen Day joined the Benefice as Rector in Autumn of 2023 and has been making a major contribution to church life.

The Church has been working to replace the oil heating system, which can no longer be used leading to a cold church in winter, and to update the electrics throughout the building as these have been added too in an ad hoc manner and now need a full review. The firm, Johns Slater and Haward, have been appointed as consultants for this project; as recommended by the Diocese, and an application for a faculty has been submitted. This is a complex process which is now working its way through. It is hoped, but by no means certain, that we will have heating installed before winter.

The bell ringers have taken some time to decide what general works they would like undertaken but have now agreed and it is expected that this work will be undertaken during this year.

The Parish Council is considering its response, as the Church's closed graveyards, 1 and 3i, should be under either their responsibility or that of ECDC. They have confirmed that they knew the process to transfer responsibility had started but were checking to see if it had been completed at their end. Meanwhile work to secure headstones which move when gently pushed, in Graveyard's 2 and 3ii, has been discussed and this should be carried out this year.

The church needs ongoing repair work with larger current works including remedial work on the roof and the flint surrounding walls. The clock has two problems at the moment but it was decided to give priority to the building work and so the clock repair is on hold.

A Car Boot stall was held in 2023 and will be held again in 2024 to raise funds. There are also plans to hold a Charity market day on the 27th May in 2024 for the same purpose.

Timothy Clarke continued to open his Netherhall garden with teas provided by members of the CPT and a generous donations being made in return.

Finally, the object of the Trust remains to maintain, repair, restore, preserve, improve, beautify, and reconstruct for the benefit of the public the fabric of the Church of St. Peter & St Mary Magdalene, Fordham.

The Chairman was asked whether the repair work for the flint wall between the car park and Graveyard 2 was the remedial work mentioned. The Chairman confirmed that this was correct and that work was already under way with this. He was asked whether the PC would donate towards the cost of this repair and he responded that they have said previously that they won't however, the Treasurer will send a copy of invoices in case they change their mind. (They had previously been concerned that they should not donate to a religious group but this concern – common amongst PC's – has now been considered at a National level and found to be not relevant.)

DCC expanded on the situation with the Graveyards confirming that Graveyard 1 and 3i were now formally closed and should be the responsibility of the PC or ECDC. However, the PC confirmed that they knew the transfer process had started but they could not confirm it had been completed and so are reticent to accept. DCC will attempt to discuss this issue with the Parish Clerk and suggest that both be formally transferred to the PC who can simply pass responsibility on to ECDC.

THE TREASURER'S REPORT:

AM tabled a full financial report showing figures as at the 31st March 2024; however she noticed an error and pointed this out. A corrected set of accounts will be circulated with the minutes of this meeting. The Treasurer read out the correct figures as follows:

Income	£4,321	Expenditure	£5,199
Current Account	£5,997	Deposit Account	£30,220
COIF	£15,000	COIF (Bell Tower)	£15,000

Making a grand total of £66,217

ST proposed with RT seconding acceptance of this report, and it was unanimously agreed. RP praised AM for her efforts on behalf of the CPT.

RESIGNATION & ELECTION OF COMMITTEE AND OFFICERS

In accordance with the Rules, three members resigned from the Committee, HP, RT and DW (Member Emeritus). They all agreed to be nominated for return to the committee and were accordingly proposed by DCC and seconded by ST. They were re-elected unanimously as was MB and JP who officially joined the Committee for the first time.

The Incumbent is automatically appointed to the Committee and Stephen Taylor is the PCC appointee.

ANY OTHER BUSINESS

Events – RT gave details of the Charity Market that he has arranged for the 27th May. This will be distinct from the regular Car Boot events as it will be held on a Bank Holiday Monday and will only have new items for sale. Lots of stalls, caterers and children's rides will be present on the day and publicity is starting. Music may well be offered via the Choir and David Poulter.

JP will ensure that details are put on Facebook and posters/flyers were handed out.

Bob Shortland, Secretary of the Royal British Legion explained that they were holding a Beer festival over the same weekend and it was hoped that the two events could support each other.

JP explained that a Flower/Art festival has been arranged for the 1st and 2nd June and already £500 has been raised in sponsorship. Likewise a concert has been arranged with Wicken Brass Band and the Church Choir for the 22nd June.

JP will also approach the PC for a donation with RP agreeing to sign on behalf of the CPT. An approach to Ecclesiastical Insurance Company might also be made to solicit a donation.

JP also approach MP Lucy Fraser for a donation and she suggested the National Churches Trust might be able to help.

Clock – The regretful situation where the church clock was not currently working had been raised on Facebook and CB had explained that the clock needed repair but it was having to wait until funds were available. It is gratifying that the public have noticed its absence.

DCC Resignation – The Secretary gave 3 months notice of her resignation from this post. RP thanked her for her efforts in what has been a busy period and was pleased that she agreed to remain on the committee.

RP offered his thanks to AM, RT and ST for their work on behalf of the CPT. This was unanimously confirmed.

DATE OF NEXT AGM

This would be on Tuesday, 6th May 2025, at 7.30pm in the Undercroft.

The next normal meeting will be held on Tuesday, 6th August 7.30pm at RP's home.

ST PETER'S FORDHAM PRESERVATION TRUST

YEAR ENDED 31 MARCH 2024

<u>Income</u>			
Donations			320.00
Donation from Richard Taylor - Car Boot			500.00
Donations from Timothy Clark – Open Gardens at Netherhall			481.04
Donations from Car Boot Sale Stall			240.03
Bequest L Ramus – final part			164.09
LPOW – VAT refund			947.70
Interest Received			1396.96
HMRC – Gift Aid			272.01

			4321.83
<u>Expenditure</u>			
JW Warren – replace faulty wiring to Bell Tower	240.00		
Cam Fire – maintain fire equipment	54.00		
TH Tree Surgery – maintain trees in churchyard	1128.00		
The Whitworth Co – CAD copy of Quinquennial plans	222.00		
PTSG – inspect lightening protection system	86.40		
Woodworm treatment	22.50		
Johns Slater & Hayward – Outline design proposals	3447.00		

			5199.90

Deficit for the Year			(878.07)
Bank Account Balance at 1 April 2023	8272.28		
Deposit Account Balance at 1 April 2023	28823.37		
COIF Charities Ethical Investment Fund Accumulations Units *	15000.00		
COIF Charities Ethical Investment Fund Accumulations Units Bell Tower Fund+	15000.00		

			67095.65

			£ 66217.58
			=====
Bank Account Balance at 31 March 2024			5997.25
Deposit Account Balance at 31 March 2024			30220.33
COIF Charities Ethical Investment Fund Accumulations Units *			15000.00
COIF Charities Ethical Investment Fund Accumulations Units Bell Tower Fund+			15000.00

		£ 66217.58	
		=====	
*4671.81 units were purchased on 14/11/13.			
*The value at 31 March 2014 was £10159.32			
*The value at 31 March 2015 was £11541.71			
*The value at 31 March 2016 was £11447.80			
*The value at 31 March 2017 was £13679.99			
*The value at 31 March 2018 was £14312.56			
*The value at 31 March 2019 was £15967.78			
*The value at 31 March 2020 was £16006.09			
*The value at 31 March 2021 was £19833.70			
*The value at 31 March 2022 was £22130.36			
*The value at 31 March 2023 was £26694.61			
*The value at 31 March 2024 was £30237.72			

*An additional 1076.26 units were purchased on 01/12/22 at a cost of £5000 giving a total of 5748.07 units for a total cost of £15000.

+3318.58 units were purchased on 08/12/22 for the Bell Tower Fund at a cost of £15000.

+The value at 31 March 2023 was £15411.82

+The value at 31 March 2024 was £17457.39

ST PETER'S FORDHAM PRESERVATION TRUST

YEAR ENDED 31 MARCH 2025

<u>Income</u>			
Donations			240.00
Donation from Richard Taylor - Car Boot			500.00
Donations from Timothy Clark – Open Gardens at Netherhall			642.70
Donations from Car Boot Sale Stall			100.60
Donations from Charity Market Stall Day			509.40
Donations from 2 Church Coffee Mornings (PT & EAAA)			185.00
Donations from Pet Service 50% (50% sent to RSPCA)			42.15
Donation received for Clock Motors from R Palmer			565.78
Donations received for extra cost of Chancel Lighting			1000.00
Sponsorship for Flower Festival and Concert			800.00
Donations from Flower Festival			748.00
Donations from Concert			1280.00
Donations from letters sent by R Taylor & R Palmer			7075.00
Community Grant from Fordham Parish Council			1000.00
LPOW – VAT reclaimed			10073.60
Interest Received COIF Deposit Account			1387.28
Profit on COIF units sold			7401.00
Interest Received Barclays Deposit Account			62.65
HMRC – Gift Aid Claims			2120.47

			35733.63
<u>Expenditure</u>			
Camfire Protection – maintain fire equipment	54.00		
George Collin & Sons – repair flint wall	2221.20		
WWEB Ltd – repair flint wall	330.00		
CP Bugg – repair cloakroom water leak	112.00		
M A Pooley & Son – repair roof leaks	6156.00		
Aztec Services – adjust alarm for roof repairs	77.40		
Coulson & Son Ltd – electrical project – part next financial year	46667.40		
Johns Slater & Haward – manage electrical project	7914.60		
Wicken Band – cost for June concert	200.00		
Swift Electrical– work on clock motors	565.78		
EAAA – proceeds from coffee morning – 100%	120.00		

			64418.38

Deficit for the Year			(28684.75)
Barclays Current Account Balance at 1 April 2024	5997.25		
CCLA Deposit Account Balance at 1 April 2024	30220.33		
COIF Charities Ethical Investment Fund Accumulations Units *	15000.00		
COIF Charities Ethical Investment Fund Accumulations Units - Bell Tower Fund+	15000.00		

			66217.58

			£37532.83
			=====

SERVICES DEPARTMENT

- Building Maintenance
- Plumbing - WATERSAFE Reg'd
- Heating - GAS SAFE & OFTEC Reg'd
- Electrical - NICEIC Registered
- Facilities Management

St. Peter Fordham Preservation Trust
 42 Church Street
 Fordham
 Ely
 CB7 5NJ

COULSON & SON LTD
 Progress House
 Rowles Way
 Swavesey
 Cambridge
 CB24 4UG

email: credit.control@coulson.co.uk
 Telephone: 01223 423800
 coulson.co.uk
 Co. Reg. No. 1520222
 VAT No. 213271407

Sales Invoice
 Our Ref: 162274

Bill-to Customer No. 16083
 Invoice No. S1119283
 Date: 03/02/2025

Description	Value	VAT
FORDHAM CHURCH - INTERIM INVOICE		
Work as our quotation Ref: DC-16-2085 dated 22/11/24 and your subsequent email acceptance dated 19/12/24 for the sum of £66,220.00 @ 50% claim.	33,110.00	6,622.00
VO 001 Uplft cost associated with the requirement to the IR heaters in accordance with our email dated 17/01/25 and your subsequent email acceptance dated 30/01/25 for the sum of £3,852.00 @ 50% claim = £1,926.00.	1,926.00	385.20
VO2 Supply & Installation of 6No. additional pew heaters to the Chancel as our email dated 17/01/25 and your email acceptance 30/01/25 for the sum of £5,800.00 @ 50% claim.	2,900.00	580.00
VO 003 Rewire of internal wiring and replacement defective components to existing high level suspended light fittings witin the Nave as our email dated 22/01/25 and your email acceptance dated 30/01/25 for the sum of £800.00 @ 50% claim.	400.00	80.00
VO 4 Supply & install 6No. 4ft up lighters & 6No. down lights within the Chancel along with 1No. downlight within the South Chapel as our quotation Ref.162274-VO004 Rev 001 dated 28/01/25 and your email acceptance dated 30/01/25 for the	553.50	110.70

SERVICES DEPARTMENT

- Building Maintenance
- Plumbing - WATERSAFE Reg'd
- Heating - GAS SAFE & OFTEC Reg'd
- Electrical - NICEIC Registered
- Facilities Management

St. Peter Fordham Preservation Trust
 42 Church Street
 Fordham
 Ely
 CB7 5NJ

COULSON & SON LTD

**Progress House
 Rowles Way
 Swavesey
 Cambridge
 CB24 4UG**

email: credit.control@coulson.co.uk
 Telephone: 01223 423800
 coulson.co.uk
 Co. Reg. No. 1520222
 VAT No. 213271407

Sales Invoice

Our Ref: 162274

Bill-to Customer No. 16083
 Invoice No. S1119283
 Date: 03/02/2025

Description	Value	VAT
sum of £1,107.00 @ 50% claim.		
TOTALS	38,889.50	7,777.90
PAYMENT DUE BY: 05/03/25	TOTAL DUE FOR PAYMENT	46,667.40

All Accounts are Strictly Nett and GBP unless otherwise stated, see our website for Terms and Conditions

Where applicable operation and maintenance instructions for equipment and/or materials used in the work were handed to you on site on completion of the work. If you feel any instructions are missing please contact us. Under the Construction Design and Management Regulations 2015 these constitute the Health & Safety File for the work and should be retained by you.

Our preferred method of settlement of this invoice is by BACS to the following bank account: Coulson Group Ltd
 Sort Code: 20-17-68 Account No.: 50304530

SERVICES DEPARTMENT

- Building Maintenance
- Plumbing - WATERSAFE Reg'd
- Heating - GAS SAFE & OFTEC Reg'd
- Electrical - NICEIC Registered
- Facilities Management

St. Peter Fordham Preservation Trust
 42 Church Street
 Fordham
 Ely
 CB7 5NJ

COULSON & SON LTD

Progress House
 Rowles Way
 Swavesey
 Cambridge
 CB24 4UG

email: credit.control@coulson.co.uk
 Telephone: 01223 423800
 coulson.co.uk
 Co. Reg. No. 1520222
 VAT No. 213271407

Sales Invoice

Our Ref: 162274

Bill-to Customer No. 16083
 Invoice No. S1119536
 Date: 31/03/2025

Description	Value	VAT
Works as per our quotation ref DC-16-2085 dated 22/11/24 and your subsequent email acceptance dated 19/12/24 for the sum of £66,220.00 @ 100% claim = £66,220.00	66,220.00	13,244.00
VO 001 Uplift in cost associated with the requirement of larger cabling to the IR heaters in accordance with our email dated 17/01/25 and your subsequent email acceptance dated 30/01/25 for the sum of £3,852.00 @ 100% claim = £3,852.00	3,852.00	770.40
VO 002 Supply & installation of 6No. additional pew heaters to the chancel as our email dated 17/01/25 and your subsequent email acceptance dated 30/01/25 for the of £5,800.00 @ 100% claim = £5,800.00.	5,800.00	1,160.00
VO 003 Rewire of internal wiring & replacement of defective components to existing high level suspended light fittings within the Nave as our email dated 22/01/25 and your email acceptance 30/01/25 for the sum of £800.00 @ 100% claim = £800.00	800.00	160.00
VO 004 Supply & install 6no 4ft up lighters and 6no down lights within the Chancel along with 1no down light within the South Chapel as our quotation 162274-VO004 REV001 dated 28/01/25 and your email acceptance 30/01/25 for the sum of £1,107.00 @ 100% claim = £1,107.00	1,107.00	221.40
VO 005 Rewire of internal wiring and replacement	80.00	16.00

SERVICES DEPARTMENT

- Building Maintenance
- Plumbing - WATERSAFE Reg'd
- Heating - GAS SAFE & OFTEC Reg'd
- Electrical - NICEIC Registered
- Facilities Management

St. Peter Fordham Preservation Trust
 42 Church Street
 Fordham
 Ely
 CB7 5NJ

COULSON & SON LTD
 Progress House
 Rowles Way
 Swavesey
 Cambridge
 CB24 4UG

email: credit.control@coulson.co.uk
 Telephone: 01223 423800
 coulson.co.uk
 Co. Reg. No. 1520222
 VAT No. 213271407

Sales Invoice
 Our Ref: 162274

Bill-to Customer No. 16083
 Invoice No. S1119536
 Date: 31/03/2025

Description	Value	VAT
of defective components to 1no additional existing high level suspended light fitting within the South Chapel for the sum of £80.00 @ 100% claim = £80.00.		
VO 006 Replace 4no defective high level flood lights within the Sunday School with the same type as installed within the Chancel for the sum of £798.00 @ 100% claim = £798.00.	798.00	159.60
VO 007 Replace defective water heater within the WC for the sum of £196.00 @ 100% claim = £196.00.	196.00	39.20
VO 008 Replace defective tubular heater and associated frost stat within the WC for the sum of £315.00 @ 100% claim = £315.00.	315.00	63.00
VO 9 Replace defective hand dryer within wc for the sum of £265.00 @ 100% claim.	265.00	53.00
VO 10 Replace defective bulkhead light fitting within wc for the sum of £129.00 @ 100% claim = £129.00.	129.00	25.80
VO 11 Replace defective bulkhead light fitting in the Orange Room for the sum of £75.00 @ 100% claim = £75.00.	75.00	15.00
VO 012 Supply & install 2no additional MICC radial circuits protective devices to accomodate Sunday School panel heaters due to circuit changes after late issue of distribution schedules At tender stage, wiring assumed to match existing. For the sum of £1,794.00 @ 100% claim = £1,794.00.	1,794.00	358.80

SERVICES DEPARTMENT

- Building Maintenance
- Plumbing - WATERSAFE Reg'd
- Heating - GAS SAFE & OFTEC Reg'd
- Electrical - NICEIC Registered
- Facilities Management

St. Peter Fordham Preservation Trust
 42 Church Street
 Fordham
 Ely
 CB7 5NJ

COULSON & SON LTD
Progress House
Rowles Way
Swavesey
Cambridge
CB24 4UG

email: credit.control@coulson.co.uk
 Telephone: 01223 423800
 coulson.co.uk
 Co. Reg. No. 1520222
 VAT No. 213271407

Sales Invoice

Our Ref: 162274

Bill-to Customer No. 16083
 Invoice No. S1119536
 Date: 31/03/2025

Description	Value	VAT
Less Previous	-38,889.50	-7,777.90
TOTALS	42,541.50	8,508.30
PAYMENT DUE BY: 30/04/25	TOTAL DUE FOR PAYMENT	51,049.80

All Accounts are Strictly Nett and GBP unless otherwise stated, see our website for Terms and Conditions

Where applicable operation and maintenance instructions for equipment and/or materials used in the work were handed to you on site on completion of the work. If you feel any instructions are missing please contact us. Under the Construction Design and Management Regulations 2015 these constitute the Health & Safety File for the work and should be retained by you.

Our preferred method of settlement of this invoice is by BACS to the following bank account: Coulson Group Ltd
 Sort Code: 20-17-68 Account No.: 50304530

ST PETER'S FORDHAM PRESERVATION TRUST

YEAR ENDED 31 MARCH 2025

<u>Income</u>			
Donations		240.00	✓
Donation from Richard Taylor - Car Boot		500.00	✓
Donations from Timothy Clark – Open Gardens at Netherhall		642.70	✓
Donations from Car Boot Sale Stall		100.60	✓
Donations from Charity Market Stall Day		509.40	✓
Donations from 2 Church Coffee Mornings (PT & EAAA)		185.00	✓
Donations from Pet Service 50% (50% sent to RSPCA)		42.15	✓
Donation received for Clock Motors from R Palmer		565.78	✓
Donations received for extra cost of Chancel Lighting		1000.00	✓
Sponsorship for Flower Festival and Concert		800.00	✓
Donations from Flower Festival		748.00	✓
Donations from Concert		1280.00	✓
Donations from letters sent by R Taylor & R Palmer		7075.00	✓
Community Grant from Fordham Parish Council		1000.00	✓
LPOW – VAT reclaimed		10073.60	✓
Interest Received COIF Deposit Account		1387.28	✓
Profit on COIF units sold		7401.00	✓
Interest Received Barclays Deposit Account		62.65	✓
HMRC – Gift Aid Claims		2120.47	✓

		35733.63	✓
<u>Expenditure</u>			
Camfire Protection – maintain fire equipment	54.00		✓
George Collin & Sons – repair flint wall	2221.20		✓
WWEB Ltd – repair flint wall	330.00		✓
CP Bugg – repair cloakroom water leak	112.00		✓
M A Pooley & Son – repair roof leaks	6156.00		✓
Aztec Services – adjust alarm for roof repairs	77.40		✓
Coulson & Son Ltd – electrical project – part next financial year	46667.40		✓
Johns Slater & Haward – manage electrical project	7914.60		✓
Wicken Band – cost for June concert	200.00		✓
Swift Electrical– work on clock motors	565.78		✓
EAAA – proceeds from coffee morning – 100%	120.00		✓

		64418.38	✓

Deficit for the Year		(28684.75)	✓
Barclays Current Account Balance at 1 April 2024	5997.25		✓
CCLA Deposit Account Balance at 1 April 2024	30220.33		✓
COIF Charities Ethical Investment Fund Accumulations Units *	15000.00		✓
COIF Charities Ethical Investment Fund Accumulations Units - Bell Tower Fund+	15000.00		✓

		66217.58	✓

		£37532.83	✓
		=====	

Barclays Current Account Balance at 31 March 2025	1161.57
Barclays Deposit Account Balance at 31 March 2025	10362.65
COIF Deposit Account Balance at 31 March 2025	2607.61
COIF Charities Ethical Investment Fund Accumulations Units *	8401.00
COIF Charities Ethical Investment Fund Accumulations Units - Bell Tower Fund+	15000.00

	£37532.83
	=====

- *4671.81 units were purchased on 14/11/13.
- *The value at 31 March 2014 was £10159.32
- *The value at 31 March 2015 was £11541.71
- *The value at 31 March 2016 was £11447.80
- *The value at 31 March 2017 was £13679.99
- *The value at 31 March 2018 was £14312.56
- *The value at 31 March 2019 was £15967.78
- *The value at 31 March 2020 was £16006.09
- *The value at 31 March 2021 was £19833.70
- *The value at 31 March 2022 was £22130.36
- *The value at 31 March 2023 was £26694.61
- *The value at 31 March 2024 was £30237.72
- *The value at 31 March 2025 was £16685.66

*An additional 1076.26 units were purchased on 01/12/22 at a cost of £5000 giving a total of 5748.07 units for a total cost of £15000.

*A total of 2528.7647 units were sold on 05/02/25 for £14000. The balance of 3219.30 units are valued at 31 March 2025 at £16685.66. The cost has been apportioned ie $3219.30/5748.07 \times £15000 = £8401$

+3318.58 units were purchased on 08/12/22 for the Bell Tower Fund at a cost of £15000.

+The value at 31 March 2023 was £15411.82

+The value at 31 March 2024 was £17457.39

+The value at 31 March 2025 was £17200.20

FROM THE INFORMATION PROVIDED I HAVE CHECKED THE ACCOUNTS AGAINST THE CASH BOOK, BANK STATEMENTS & FOUND THEM TO BE CORRECT



NEIL STITTIE

23/8/25

ST. PETER'S FORDHAM PRESERVATION TRUST

England & Wales - Charity number 1074595

Accounts

St Peter's Fordham Preservation Trust
Minutes of the Annual General Meeting held on
Tuesday, 9th May 2023

PRESENT: Roger Palmer (Chairman), Diane Catchpole (Secretary), Richard Taylor, Hugh Palmer, Stephen Taylor, and Sally Parr.

APOLOGIES: Daphne Wilding proxy given to Roger Palmer, Anne Mitchell (Treasurer) proxy given to DCC.

DCC explained that she had spoken to Malcolm Barber about him joining the Committee, and he has agreed to observe at a few meetings during the year so that he can make an informed decision.

MINUTES OF THE AGM 2022:

These were confirmed by those present to be an accurate record of the meeting and signed accordingly by RP.

MATTERS ARISING:

Electric Rewiring & Heating System Replacement RP/DCC reported that they had met John Morgan, Diocese Asst Sec, who has given details of a number of Churches which have already gone through this process. Details have been given to ST who will lead this project. It is likely that we will move to Pew Heaters or Heated Pew Cushions (subject to pews being newer than 1850 – which we believe they are).

Bell Tower RP confirmed that the Safety work has been carried out but general improvements are yet to be undertaken. RP also spoke to John Morgan about the possibility of putting a collapsible barrier on the roof to allow the public to look at the views from this imposing vantage point. He was advised to discuss the idea with the Church Insurers to see what their requirements might be as a first step.

Quinquennial Report RP reported this was received in June 2022 and that ST has remedied a number of the smaller items and he was thanked for his efforts. Other major items are mentioned elsewhere in this report.

CHAIRMAN'S ANNUAL REPORT: Since the last AGM, held on 25th May 2022, with eight people in attendance, one proxy given and one set of apologies, the Committee has since met four times at Roger Palmer's home.

Rev'd Anna Jones completed her Curacy training during the year and took up her first fully qualified posting, with which we wished her well. Carol Taylor LLM and

Mark Walsh LLM have continued to serve the 5 Parishes during the continuing Interregnum.

A Quinquennial Survey was undertaken with a report following. This has been discussed by a joint party of CPT and PCC members with priorities and actions being agreed. The more important elements are mentioned below.

The Church has for some time been looking to replace its Oil Heating system but due to Covid and other problems this has not yet happened. Unfortunately, the Servicing company for this equipment have now declined to service it due to concerns that it would be too difficult/costly to repair and so since this time we have not used this system. We are meeting with the Diocese to discuss the way forward. Our aim is to combine this replacement with a full update of all electrics to the Church to avoid duplication of effort.

The Bell tower work identified by the Bell Ringers has been agreed and will go ahead when they are ready. The Chairman of the CPT will discuss the possibility of access to the roof with appropriate barriers with the Diocese when they visit the Church.

A full Graveyard survey has been undertaken and results fed back to the Diocese and Parish Council in order that priorities and actions can be agreed. (Local Authorities, either Parish Council or ECDC, are responsible for closed graveyards not PCC/CPT.)

An up to date Fire Risk assessment was needed and this responsibility was handed to the PCC as they have legal liability for this area.

It was recommended that an Asbestos survey be undertaken to ensure that all those using/working on the building knew where any hazardous areas might be. This was completed and only two areas were identified both of which are sealed and therefore safe unless disturbed. Anyone working on the building will now be required to sign to say they have had access to the Asbestos survey and will work to its recommendations.

A Car Boot stall was held in 2022 and will be held in 2023 to raise funds. There are also plans to hold a fun Dog Show in 2023 for the same purpose.

Timothy Clarke opened his Netherhall garden in Spring 2022 and 2023 with teas provided by members of the CPT. It is probable that 2023 will be the last year of the garden being opened and hence this funding source will cease.

Finally, the object of the Trust remains to maintain, repair, restore, preserve, improve, beautify, and reconstruct for the benefit of the public the fabric of the Church of St. Peter & St Mary Magdalene, Fordham.

During the AGM a discussion took place as to which Graveyards were active when as this information is important for determining which are formally closed or open, and hence who has legal liability for them. It was confirmed that Graveyard 1 and Graveyard 3i were no longer used and believed Closed. However, Graveyard 2 was still in use for prebooked burials as well as cremations with Graveyard 3ii being in current use. SP will look into 1980 and 1981 PCC mins to see if there is a record of any graveyards being formally closed and passed to PCC/LA responsibility.

THE TREASURER'S REPORT:

AM tabled a full financial report showing figures as at the 31st March 2023.

Current Account £8,272.28

Deposit Account £28,823.37

COIF £15,000

COIF (Bell Tower) £15,000

Making a grand total of £67,095.65

RP proposed, and it was unanimously agreed, to accept the Treasurers Report. RP praised AM for her efforts on behalf of the CPT. (ST would like another copy of the Report).

It was agreed that the subject of Membership Fees would wait till AM returned at the next meeting.

RESIGNATION & ELECTION OF COMMITTEE AND OFFICERS

In accordance with the Rules, three members resigned from the Committee, RP, DCC, AM. They all agreed to be nominated for return to the committee and were accordingly proposed by ST and seconded by HP. They were re-elected unanimously as was SP who officially joined the Committee for the first time.

Roger Palmer (Chairman) Diane Catchpole (Secretary)

Anne Mitchell (Treasurer) Sally Parr

The Incumbent is automatically appointed to the Committee and Stephen Taylor is the PCC appointee. It is believed that an applicant for the post of Incumbent is to be interviewed later this month and we hope for a successful conclusion to our interregnum.

ANY OTHER BUSINESS

ST reported that there was woodworm in the cupboard under the stairs and DCC agreed to spray this when other areas are sprayed during May. ST also reported that Anglia Water were going to install a new Stop Cock for the building as one could not be found. This will be in Graveyard 2 next to the water pipe. Once this has been completed ST will arrange for a plumber to fit an internal device so that the upstairs water can be turned off when not in use, thus reducing the likelihood of any frozen pipe problems.

RT confirmed that he is working on the idea of a fun Dog Show during September and will be basing much of it on ideas from Snailwell Dog Show. He is hopeful that Angus and SP will help with this event.

RP offered his thanks to DCC, AM, and ST for their work on behalf of the CPT. This was unanimously confirmed.

DATE OF NEXT AGM

This would be on Tuesday, May 2024, at 7.30pm in the Undercroft.

The next normal meeting will be held on Tuesday, 11th July, 7.30pm at RP's home.

ST PETER'S FORDHAM PRESERVATION TRUST

YEAR ENDED 31 MARCH 2023

Income

Membership Fees	210.00
Donation from Richard Taylor - Car Boot	500.00
Donations from Timothy Clark – Open Gardens at Netherhall	370.00
Donations from Car Boot Sale Stall	303.47
Bequest L Ramus	31544.00
LPOW – VAT refund	1676.14
Interest Received	400.30
HMRC – Gift Aid	177.54

	35181.45

Expenditure

JW Warren – lighting to Bell Tower	4330.43
Cam Fire – maintain fire equipment	54.00
George Collin & Sons – steps and handrail Bell Tower	4982.40
Steven Sheldon – maintaining walls	160.00
Aztec maintain alarm	160.80
Cambridge Asbestos-asbestos survey	960.00

	10647.63

Surplus for the Year	24533.82

Bank Account Balance at 1 April 2022	3138.76
Deposit Account Balance at 1 April 2022	29423.07
COIF Charities Ethical Investment Fund Accumulations Units *	10000.00

	42561.83

	£ 67095.65
	=====

Bank Account Balance at 31 March 2023	8272.28
Deposit Account Balance at 31 March 2023	28823.37
COIF Charities Ethical Investment Fund Accumulations Units *	15000.00
COIF Charities Ethical Investment Fund Accumulations Units -Bell Tower Fund+	15000.00

	£ 67095.65
	=====

***4671.81 units were purchased on 14/11/13.**

***The value at 31 March 2014 was £10159.32**

***The value at 31 March 2015 was £11541.71**

***The value at 31 March 2016 was £11447.80**

***The value at 31 March 2017 was £13679.99**

***The value at 31 March 2018 was £14312.56**

***The value at 31 March 2019 was £15967.78**

***The value at 31 March 2020 was £16006.09**

***The value at 31 March 2021 was £19833.70**

***The value at 31 March 2022 was £22130.36**

***The value at 31 March 2023 was £26694.61**

*An additional 1076.26 units were purchased on 01/12/22 at a cost of £5000 giving a total of 5748.07 units for a total cost of £15000.

+3318.58 units were purchased on 08/12/22 for the Bell Tower Fund at a cost of £15000.

+The value at 31 March 2023 was £15411.82

FROM THE INFORMATION PROVIDED
I HAVE CHECKED THE ACCOUNTS AGAINST
INVOICES, BANK STATEMENTS AND
FOUND THEM TO BE CORRECT.



NEIL STITTLE
16/10/23.