

# St Giles Church AGM Minutes 2023

Tuesday 25<sup>th</sup> April 2023 7.30 pm

## 1. Opening Prayer

Revd Hannah Jeffery opened the meeting with prayer.

## 2. Appointment of Chairpersons

Revd Hannah Jeffery & Revd Noel Nhariswa were appointed joint chairs to the meeting.

Proposed by Neil Clarke and seconded by Karen Dougan-Mabbutt.

## 3. Appointment of AGM Secretary

Katie Steel was appointed secretary to the AGM. Proposed by Hannah Jeffery and seconded by Pauline Clarke.

## 4. Attendance and Apologies for absence

### Present - In Community Centre

Revd Hannah Jeffery	Revd Noel Nhariswa	Martin Lawrence	Valerie MacGregor-Andrews
Katie Steel	Peter Shuker	Wendy Steel	Philip Rice
Karen Dougan-Mabbutt	Carol Krone	Carolyn Rice	Revd Neil Clarke
Tim Jeffery	Ann Window	Melvyn Pereira	Robert MacGregor-Andrews
Pauline Clarke	Alan Window	Mark Gudyer	Joyce Parish
Bill Featherstone	John Toyne	Steve Burt	Wendy East
Richard Steel	Kim Rowbotham	Nicky Winch	Jo Moore
Pamela Lyon	Robert Parish	Ralisa Hock	Jo Giles
Katharyn Shuker	Peter Lyon	Lista Nickason	Ray Milson
Mollie Gilyeat	Clare Walters	Tony Walters	Natasha Shackleton
Linda Kenward	Leigh Kenward	David Cox	June Pereira

### Present - On Zoom

Gloria Jinadu	Samuel Steel	Karen Lennox	Eric Lennox
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### Apologies

Cath Smith	Stella Freeman	Charlotte Gudyer	Elizabeth Featherstone
Norman Nickason			

## 5. Minutes of the last meeting

With no amendments, the minutes of the meeting dated Thursday 28<sup>th</sup> April 2022 were signed as a true record. Proposed by Philip Rice and seconded by Pauline Clarke.

## 6. Matters Arising

There were no matters arising.

## 7. Election of Trustee Members

The following people were duly elected as Trustee members.

### Nominee

Leigh Kenward  
Carolyn Rice  
Alan Window

### Proposed By:

Tim Jeffery  
Wendy Steel  
Katie Steel

### Seconded by:

Steve Burt  
Cath Smith  
June Periera

Pauline Clarke  
Martin Lawrence  
Ann Window

Peter Lyon  
Wendy Steel  
Katie Steel

Martin Lawrence  
Karen Dougan-Mabbutt  
David Cox

### **8. Election of Church Wardens**

The following people were duly elected as Church Wardens.

<b>Nominee</b>	<b>Proposed By:</b>	<b>Seconded by:</b>
Pauline Clarke	Peter Lyon	Karen Dougan-Mabbutt
Steve Burt	Lynne Banes-Marshall	Kim Rowbotham

### **9. Election of Deputy Church Warden**

The following people were duly elected as Deputy Church Wardens.

<b>Nominee</b>	<b>Proposed By:</b>	<b>Seconded by:</b>
Martin Lawrence	David Cox	Karen Dougan-Mabbutt

### **10. Election of Stewards**

The following people were duly elected as Church Stewards.

<b>Nominee</b>	<b>Proposed By:</b>	<b>Seconded by:</b>
Peter Shuker	Pauline Clarke	Steve Burt
Ann Window	Pauline Clarke	Steve Burt

### **11. Election of Deanery Representatives**

The following people were duly elected as Deanery Representatives.

<b>Nominee</b>	<b>Proposed By:</b>	<b>Seconded by:</b>
Alan Window	Jo-Anne Moore	Kim Rowbotham

Thanks were extended to John Toyne, who has decided to step down from Deanery Synod this year, for all his commitment to the role.

### **12. Representatives to circuit meeting**

Due to the size of the East Mercia circuit, it was agreed that 2 stewards from St Giles would be the reps.

Therefore, the following people were unanimously elected as Representatives to the Circuit Meeting.

<b>Nominee</b>	<b>Proposed By:</b>	<b>Seconded by:</b>
Peter Shuker	Pauline Clarke	Revd Neil Clarke
Ann Window	Pauline Clarke	Revd Neil Clarke

### **13. Deanery Synod Report**

Due to a lack of meetings, no deanery synod report was submitted. There will be a service on 24<sup>th</sup> May at 7.30pm for Thy Kingdom Come.

### **14. Church Fabric Report**

There were no questions regarding the circulated fabric report.

### **15. Church Lands Report**

There were no questions regarding the circulated church lands report.

### **16. Desborough Town Lands & Loakes' Charity Trust Report**

There were no questions regarding the circulated town lands & Loakes charity report.

### **17. Church Membership Report**

The St Giles membership figures are as follows:  
Anglican: 8, Methodist: 3, Joint: 135, **Total: 146**

**18. Finance Report**

(a. presentation of the accounts, b. adoption of accounts and c. appointment of an independent examiner)

a. No questions were asked. The accounts were circulated prior to the meeting. Thanks were extended to the finance team for all their work.

b. The accounts were proposed by Steve Burt, seconded by John Toyne and unanimously passed.

c. Eric Lennox was appointed as independent examiner. Proposed by Pauline Clarke and seconded by Ann Window.

**19. Safeguarding**

There were no questions or comments regarding safeguarding. The report was accepted.

**20. Health and Safety**

There were no questions regarding Health & Safety.

**21. Reports from the Organisations**

There were no questions regarding the reports from organisations.

**22. Report from the Rector**

There were no questions regarding the Rector's report.

**23. Report from the Minister**

There were no questions regarding the Minister's report.

**24. AOB**

Revd Hannah Jeffery reminded everyone to sign onto the electoral roll. Forms of which were available at the meeting.

With no other business, Revd Hannah Jeffery closed the meeting with prayer.

Signed: .....

Date: .....

**Receipts and Payments**

	Unrestricted	Restricted	Endowment	Designated	Total 2022	Total 2021
See Notes	1	2	3	7		
<b>Receipts</b>						
Voluntary income	76,710.81	401.00			<b>77,111.81</b>	83,811
Activities for generating funds	5,101.00			10,779.90	<b>15,880.90</b>	9,697
Income from Church activities	8,744.86				<b>8,744.86</b>	2,160
Investment income		1,890.52	0.85	5.21	<b>1,896.58</b>	1,560
Other	1,652.92				<b>1,652.92</b>	5,684
<b>Total receipts</b>	<b>92,209.59</b>	<b>2,291.52</b>	<b>0.85</b>	<b>10,785.11</b>	<b>105,287.07</b>	102,911
<b>Payments</b>						
Fundraising costs				1,423.05	<b>1,423.05</b>	1,084
Charitable activities	5,310.84				<b>5,310.84</b>	5,329
Ministry	69,675.67				<b>69,675.67</b>	67,612
Church maintenance	21,510.82			426.00	<b>21,936.82</b>	13,483
Administration	3,524.35	18.00			<b>3,542.35</b>	3,750
Other	918.55				<b>918.55</b>	671
<b>Total payments</b>	<b>100,940.23</b>	<b>18.00</b>		<b>1,849.05</b>	<b>102,807.28</b>	91,928
<b>Net receipts against payments</b>	<b>(8,730.64)</b>	<b>2,273.52</b>	<b>0.85</b>	<b>8,936.06</b>	<b>2,479.79</b>	10,983
Transfers between funds	1,614.60			(1,614.60)		
<b>Net after transfers</b>	<b>(7,116.04)</b>	<b>2,273.52</b>	<b>0.85</b>	<b>7,321.46</b>	<b>2,479.79</b>	10,983
Gains/(Losses) on investments			(7,477.22)		<b>(7,477.22)</b>	7,672
<b>Net Income/(Expenditure)</b>	<b>(7,116.04)</b>	<b>2,273.52</b>	<b>(7,476.37)</b>	<b>7,321.46</b>	<b>(4,997.43)</b>	18,655
<b>Funds B/f at 1st Jan 2022 [Note 5]</b>	<b>49,970.52</b>	<b>20,825.05</b>	<b>61,984.52</b>	<b>24,429.25</b>	<b>157,209.34</b>	138,554
<b>Funds C/f at 31st Dec 2022 [Note 5]</b>	<b>42,854.48</b>	<b>23,098.57</b>	<b>54,508.15</b>	<b>31,750.71</b>	<b>152,211.91</b>	157,209

**Statement of Assets and Liabilities**

Cash Funds:		
Bank accounts [see Note 4A]	<b>88,719.41</b>	84,319
CBF Deposit Fund	<b>30,094.08</b>	28,314
Cash	<b>9.78</b>	6
	<b>118,823.27</b>	112,638
Investment Assets:		
CBF Investment Fund - Income Units	<b>52,988.31</b>	60,466
Net Current Receivables/(Payables)	<b>(16,883.99)</b>	(13,473)
Specific Reserves		
Methodist Grant [see Note 6]		
Business Continuity Grant		
Music Fund	<b>(457.70)</b>	(458)
Lighting, Audio Visual, Roof		
Anniversary Window Fund	<b>(56.27)</b>	(56)
Memorial Garden Fund	<b>(2,207.00)</b>	(1,907)
<b>Total Assets</b>	<b>152,206.62</b>	157,209

**St Giles Anglican and Methodist Church Desborough**  
**Financial Statements for the Year Ended 31st December 2022**

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**Note 1: Analysis of General [Unrestricted] Fund Receipts and Payments**

			<b>2022</b>	<b>2021</b>
Planned giving			56,980.69	54,398
Tax recovered			10,231.35	12,185
Loose collections			5,391.30	5,222
Donations			4,107.47	11,456
<b>Total voluntary income</b>			<b>76,710.81</b>	<b>83,261</b>
Community centre hire			4,317.00	2,690
Donations in lieu of centre hire			784.00	
<b>Activities for generating funds</b>			<b>5,101.00</b>	<b>2,690</b>
Flower festival			1,666.87	
Weddings			2,218.20	828
Funerals			3,346.91	1,332
Other activities			1,512.88	
<b>Income from church activities</b>			<b>8,744.86</b>	<b>2,160</b>
Church lands			683.76	684
Miscellaneous income			969.16	
Business continuity grant				5,000
<b>Other income</b>			<b>1,652.92</b>	<b>5,684</b>
Donations made [see Note 4D]			5,443.98	5,273
Friday family fun			(133.14)	57
Mini church				
<b>Charitable activities</b>			<b>5,310.84</b>	<b>5,329</b>
Parish share			50,544.00	50,544
Methodist assessment			14,940.00	14,670
Bereavement Counsellor			3,600.00	2,000
Clergy expenses (net)			591.67	398
<b>Ministry</b>			<b>69,675.67</b>	<b>67,612</b>
	<b>Church</b>	<b>Centre</b>		
Gas	1,772.43	1,720.18	3,492.61	1,020
Electricity	1,667.41	2,077.64	3,745.05	1,410
Insurance	2,632.40	1,243.72	3,876.12	3,745
Repairs and maintenance	1,882.23	2,476.53	4,358.76	3,562
Clock				
Lighting				
Altar	481.78		481.78	106
Organ	189.60		189.60	
Business Rates				231
Cleaning		4,361.58	4,361.58	1,978
Telephone		438.32	438.32	432
Water		408.00	408.00	414
Miscellaneous		159.00	159.00	159
<b>Church maintenance</b>	<b>8,625.85</b>	<b>12,884.97</b>	<b>21,510.82</b>	<b>13,057</b>
Postage and stationery			357.80	535
Photocopiers			189.01	
Music			514.42	388
Youth			48.00	60
Administrator and secretary			2,406.98	2,758
Card Fees			8.14	10
Publicity				
<b>Administration</b>			<b>3,524.35</b>	<b>3,750</b>
Awards and Gifts			(15.00)	
Miscellaneous			933.55	530
<b>Other Expenditure</b>			<b>918.55</b>	<b>530</b>

**Note 2: Restricted Funds**

	<b>Bell</b>	<b>Fabric</b>	<b>Totals</b>
<b>Funds brought forward 1st Jan. 2022</b>	8,313.24	12,511.81	20,825.05
Voluntary income	401.00		401.00
Investment income	110.03	1,780.49	1,890.52
Other			
Total receipts	<u>511.03</u>	<u>1,780.49</u>	<u>2,291.52</u>
Payments			
Fund raising costs			
Charitable activities			
Ministry			
Fabric maintenance			
Administration	18.00		18.00
Other			
Total payments	<u>18.00</u>	<u></u>	<u>18.00</u>
<b>Net receipts against payments</b>	<u>493.03</u>	<u>1,780.49</u>	<u>2,273.52</u>
Transfers between funds			
<b>Funds carried forward 31st Dec 2022</b>	<u>8,806.27</u>	<u>14,292.30</u>	<u>23,098.57</u>

**Note 3: Endowment Funds**

	<b>Slow</b>	<b>Tailby</b>	<b>Totals</b>
<b>Funds brought forward 1st Jan. 2022</b>	60,465.53	1,518.99	61,984.52
Voluntary income			
Investment income		0.85	0.85
Other			
Total receipts	<u></u>	<u>0.85</u>	<u>0.85</u>
Payments			
Fund raising costs			
Charitable activities			
Ministry			
Church maintenance			
Administration			
Other			
Total payments	<u></u>	<u></u>	<u></u>
<b>Net receipts against payments</b>	<u></u>	<u>0.85</u>	<u>0.85</u>
Transfers between funds			
Recognised gains on investments	(7,477.22)		(7,477.22)
<b>Funds carried forward 31st Dec 2022</b>	<u>52,988.31</u>	<u>1,519.84</u>	<u>54,508.15</u>

**Note 4: Other Financial Analyses**

**A: Bank Accounts**

The balances of the several bank accounts of the Church are as follows:-

	2022	2021
General Fund - Santander	53,634.57	59,183
General Fund - Barclays	1,627.05	1,507
General Fund - Lloyds	7,188.04	5,169
Bell Fund	8,806.27	8,313
Craft Group		
Events	12,522.71	5,378
Holiday Club	535.60	250
Magazine	1,941.64	1,942
Monthly Lunch		
Printers	943.69	1,058
Tailby Fund	1,519.84	1,519
	<b>88,719.41</b>	<b>84,319</b>

**B: Money raised at Church Festivals (net of expenses)**

Flower Festival	1,666.87	
Barrows and Baskets	1,601.58	1,340
Christmas Tree Festival	7,158.02	4,892
Ladies Craft Group		(266)
	<b>10,426.47</b>	<b>5,965</b>

C: The clergy expenses for St Giles are shown net of the expenses (and refunds of those expenses) made by the other three parishes. This means the amount of clergy expenses for St Giles are clearly seen.

**D: Donations**

	Ex Designated Funds	Ex General Funds	Total
General		2,006.00	
Mustard Seed Appeal			
Diocese in Europe			
J Osbourne			
Love in Action		36.61	
British Legion		249.76	
MWIB (Sunshine)			
Bishop's Charities			
Childrens Society		180.00	
Ukraine		161.00	
WATOTO Childcare			
Womens World Day of Prayer			
Methodist Church Misson Fund		2,554.50	
Civic Service			
Memorial Garden			
Cransley Hospice			
Christian Aid		256.11	
		<b>5,443.98</b>	<b>5,443.98</b>

**Note 5: Analysis of Assets, Liabilities and Specific Reserves for the Year Ended 31st December 2022**

	<u>B/F at 01/01/22</u>	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>
<b>Bank Accounts:</b>					
Barclays	1,507.05	1,507.05			
Bells	8,313.24			8,313.24	
CCLA (Bequests/Fabric)	28,313.59		15,801.78	12,511.81	
Craft					
Endowment - Slow	60,465.53				60,465.53
Endowment - Tailby	1,518.99				1,518.99
Events	5,377.71		5,377.71		
Holiday Club	250.39		250.39		
Lloyds	5,169.14	5,169.14			
Magazine	1,941.64		1,941.64		
Monthly Lunch					
Printers	1,057.73		1,057.73		
Santander	59,182.64	59,182.64			
<b>Cash:</b>					
Cash	6.00	6.00			
<b>Debtors/Creditors:</b>					
Accounts Receivable/Prepayments	1,094.88	1,094.88			
Accounts Payable/Accruals	(14,568.22)	(14,568.22)			
<b>Specific Reserves:</b>					
Methodist Grant					
Business Continuity Grant					
Music Fund	(457.70)	(457.70)			
Lighting, Audio Visual, Roof Funds					
Anniversary Window Fund	(56.27)	(56.27)			
Memorial Garden Fund	(1,907.00)	(1,907.00)			
	<u>157,209.34</u>	<u>49,970.52</u>	<u>24,429.25</u>	<u>20,825.05</u>	<u>61,984.52</u>

	<u>C/F at 31/12/22</u>	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>
<b>Bank Accounts:</b>					
Barclays	1,627.05	1,627.05			
Bells	8,806.27			8,806.27	
CCLA (Bequests/Fabric)	30,094.08		15,801.78	14,292.30	
Craft					
Endowment - Slow	52,988.31				52,988.31
Endowment - Tailby	1,519.84				1,519.84
Events	12,522.71		12,522.71		
Holiday Club	535.60		535.60		
Lloyds	7,188.04	7,188.04			
Magazine	1,941.64		1,941.64		
Monthly Lunch					
Printers	943.69		943.69		
Santander	53,634.57	53,634.57			
<b>Cash:</b>					
Cash	9.78	9.78			
<b>Debtors/Creditors:</b>					
Accounts Receivable/Prepayments					
Accounts Payable/Accruals	(16,883.99)	(16,883.99)			
<b>Specific Reserves:</b>					
Methodist Grant					
Business Continuity Grant					
Music Fund	(457.70)	(457.70)			
Lighting, Audio Visual, Roof Funds					
Anniversary Window Fund	(56.27)	(56.27)			
Memorial Garden Fund	(2,207.00)	(2,207.00)			
	<u>152,206.62</u>	<u>42,854.48</u>	<u>31,745.42</u>	<u>23,098.57</u>	<u>54,508.15</u>

**Note 6: Methodist Grant**

In March 2018, St Giles Church Desborough received a grant of £20,000 from the Kettering and Corby Methodist Circuit to be split equally between the cost of employing a Bereavement Counsellor and to assist with certain capital projects (Lighting and Audio Visual Equipment). During 2022, the Church has utilised £0 of this grant (2021 - £1,600), and at the end of the year the remaining reserved grant was £0 (2021 - £0).



**Note 7: Designated Funds**

	Bequests	Events	Holiday Club	Magazine	Printers	Totals
<b>Funds brought forward 1st Jan. 2022</b>	15,801.78	5,377.71	250.39	1,941.64	1,057.73	24,429.25
Voluntary income						0.00
Activities for generating funds		9,858.10	608.80	4.00	309.00	10,779.90
Income from Church activities						0.00
Investment income			0.96	1.29	2.96	5.21
Other						0.00
<b>Total receipts</b>	<u>0.00</u>	<u>9,858.10</u>	<u>609.76</u>	<u>5.29</u>	<u>311.96</u>	<u>10,785.11</u>
Fund raising costs		1,098.50	324.55			1,423.05
Charitable activities [see note 5]						0.00
Ministry						0.00
Church maintenance					426.00	426.00
Administration						0.00
<b>Total payments</b>	<u>0.00</u>	<u>1,098.50</u>	<u>324.55</u>	<u>0.00</u>	<u>426.00</u>	<u>1,849.05</u>
<b>Net receipts/(payments)</b>	0.00	8,759.60	285.21	5.29	(114.04)	8,936.06
Transfers between funds		(1,614.60)			0.00	(1,614.60)
<b>Funds carried forward 31st Dec 2022</b>	<u>15,801.78</u>	<u>12,522.71</u>	<u>535.60</u>	<u>1,946.93</u>	<u>943.69</u>	<u>31,750.71</u>

**E G A & K LENNOX**  
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The Trustees,  
St Giles Church Desborough  
Lower Street  
Desborough  
Northants  
NN14 2NP

6<sup>th</sup> April 2023

To the Trustees of St Giles Church Desborough:

**INDEPENDENT EXAMINER'S REPORT**

I have examined the attached Receipts and Payments Account and Statement of Assets and Liabilities for St Giles Church Desborough for the year ended 31<sup>st</sup> December 2022 with the books and records produced to me by the Honorary Treasurer and confirm them to be in accordance therewith.

The Statement of Assets and Liabilities sets out the position of St Giles Church Desborough as at 31<sup>st</sup> December 2022 and the Receipts and Payments Account shows the Income and Expenditure arising during the year to 31<sup>st</sup> December 2022.



Eric G Lennox BA ACA  
Independent Accounts Examiner