

# St Giles Church AGM Minutes 2022

Thursday 28<sup>th</sup> April 2022 7.30 pm

## 1. Opening Prayer

Rev Neil Clarke opened the meeting with prayer.

## 2. Appointment of Chairpersons

Rev Neil Clarke explained that prior to going on sick leave, Hannah Jeffery requested that he take her place as co-chair of the AGM.

Rev Neil Clarke & Rev Noel Nhariswa were appointed joint chairs to the meeting. Proposed by Karen Dougan-Mabbutt and seconded by Wendy Steel.

## 3. Appointment of AGM Secretary

Katie Steel was appointed secretary to the AGM. Proposed by Steve Burt and seconded by Wendy Steel.

## 4. Attendance and Apologies for absence

### Present - In Community Centre

Rev Neil Clarke	Rev Noel Nhariswa	Martin Lawrence	James Spencer
Katie Steel	Peter Shuker	Wendy Steel	Philip Rice
Karen Dougan-Mabbutt	Carol Krone	Carolyn Rice	Cath Smith
Marian Heygate	Ann Window	Melvyn Pereira	Daphne Lane
Pauline Clarke	Alan Window	Helen Burt	Joyce Parish
Bill Featherstone	John Toyne	Steve Burt	Wendy East
Richard Steel	Kim Rowbotham	Peter Lyon	Jo Moore
Pamela Lyon	Bob Parish	Rev Sophie Cowan	

### Present - On Zoom

Brian Yeomans	Samuel Steel	Stella Freeman	Nicki Winch
Mike Littler	Teresa Littler	Pat Watkin	Peter Watkin
David Cox	Joan Cox	June Pereira	Gloria Jinadu

### Apologies

Lynne Bannes-Marshall	Rev Hannah Jeffery	Karen Lennox	Eric Lennox
Katharyn Shuker	Rev Steve Heygate		

An apology was issued with regards to a couple of reports being inaccurate due to a copy/paste error during production. An updated Methodist Minister report was circulated prior to the meeting. The Annual Accounts and reports booklet will be updated and re-circulated after the meeting.

## 5. Minutes of the last meeting

With no amendments, the minutes of the meeting dated Thursday 29<sup>th</sup> April 2021 were signed as a true record. Proposed by Karen Dougan-Mabbutt and seconded by John Toyne.

## 6. Matters Arising

There were no matters arising.

## 7. Election of Trustee Members

The following people were duly elected as Trustee members.

**Nominee**

June Periera  
David Cox  
Peter Shuker  
Karen Lennox  
Kim Rowbotham

**Proposed By:**

Cath Smith  
Steve Burt  
Samuel Steel  
Pauline Clarke  
Pauline Clarke

**Seconded by:**

Kim Rowbotham  
Bill Featherstone  
Pauline Clarke  
Wendy Steel  
Alan Window

Neil Clarke announced that Mike Littler intends to step down as Treasurer at the end of the year (December 2022), as so will be co-opted onto the council in May. This will leave space for new people to become trustee's.

**8. Election of Church Wardens**

The following people were duly elected as Church Wardens.

**Nominee**

Pauline Clarke  
Steve Burt

**Proposed By:**

Kim Rowbotham  
David Cox

**Seconded by:**

Karen Dougan-Mabbutt  
Pauline Clarke

**9. Election of Deputy Church Warden**

The following people were duly elected as Deputy Church Wardens.

**Nominee**

Martin Lawrence

**Proposed By:**

David Cox

**Seconded by:**

Bill Featherstone

**10. Election of Stewards**

The following people were duly elected as Church Stewards.

**Nominee**

Peter Shuker  
Ann Window

**Proposed By:**

Katie Steel  
Stella Freeman

**Seconded by:**

Stella Freeman  
Danny Seago

**11. Election of Deanery Representatives**

The following people were duly elected as Deanery Representatives.

**Nominee**

Alan Window

**Proposed By:**

Philip Rice

**Seconded by:**

Pauline Clarke

**12. Representatives to circuit meeting**

Due to the creation of the East Mercia Super Circuit, the current reps will continue in their roles until September 2022. At this time, due to the size of the new circuit, only 1 steward and the Treasurer may be circuit reps. However, due to Mike Littler stepping down, it was agreed that 2 stewards from St Giles would be acceptable.

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

**Nominee**

Peter Shuker  
Ann Window

**Proposed By:**

Pauline Clake  
Pauline Clarke

**Seconded by:**

Steve Burt  
Steve Burt

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

Due to a lack of meetings, no deanery synod report was submitted.

### **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**

Due to there being no revision of the electoral roll and new people welcomed to the church, it is difficult to give an accurate figure on membership. When the numbers are finalised, the membership figures will be published. It is believed our membership has increased.

### **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.

b. The accounts were proposed by Philip Rice, seconded by Alan Window and unanimously passed.

c. Eric Lennox was appointed as independent examiner. Proposed by Alan Window and seconded by Philip Rice.

### **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**

There were no items of any other business.

With no other business, Rev Noel Nhariswa closed the meeting with prayer.

Signed:  .....

Date: 25th April 2023

**Receipts and Payments**

	Unrestricted	Restricted	Endowment	Designated	Total 2023	Total 2022
See Notes	1	2	3	7		
<b>Receipts</b>						
Voluntary income	91,050.45	385.00			<b>91,435.45</b>	77,112
Activities for generating funds	5,127.00			9,061.42	<b>14,188.42</b>	15,881
Income from Church activities	9,280.09				<b>9,280.09</b>	8,745
Investment income		2,856.19	49.32	28.55	<b>2,934.06</b>	2,108
Other	688.76				<b>688.76</b>	1,653
<b>Total receipts</b>	<b>106,146.30</b>	<b>3,241.19</b>	<b>49.32</b>	<b>9,089.97</b>	<b>118,526.78</b>	105,498
<b>Payments</b>						
Fundraising costs				1,317.32	<b>1,317.32</b>	1,423
Charitable activities	7,744.00				<b>7,744.00</b>	5,311
Ministry	70,995.04				<b>70,995.04</b>	69,676
Church maintenance	31,461.52			426.00	<b>31,887.52</b>	21,837
Administration	4,767.25	428.60			<b>5,195.85</b>	3,542
Other	891.81				<b>891.81</b>	919
<b>Total payments</b>	<b>115,859.62</b>	<b>428.60</b>		<b>1,743.32</b>	<b>118,031.54</b>	102,707
<b>Net receipts against payments</b>	<b>(9,713.32)</b>	<b>2,812.59</b>	<b>49.32</b>	<b>7,346.65</b>	<b>495.24</b>	2,791
Transfers between funds	3,765.02			(3,765.02)		
<b>Net after transfers</b>	<b>(5,948.30)</b>	<b>2,812.59</b>	<b>49.32</b>	<b>3,581.63</b>	<b>495.24</b>	2,791
Gains/(Losses) on investments			5,378.57		<b>5,378.57</b>	(7,477)
<b>Net Income/(Expenditure)</b>	<b>(5,948.30)</b>	<b>2,812.59</b>	<b>5,427.89</b>	<b>3,581.63</b>	<b>5,873.81</b>	(4,686)
<b>Funds B/f at 1st Jan 2023 [Note 5]</b>	<b>42,954.48</b>	<b>23,290.68</b>	<b>54,527.28</b>	<b>31,750.71</b>	<b>152,523.15</b>	157,209
<b>Funds C/f at 31st Dec 2023 [Note 5]</b>	<b>37,006.18</b>	<b>26,103.27</b>	<b>59,955.17</b>	<b>35,332.34</b>	<b>158,396.96</b>	152,523

**Statement of Assets and Liabilities**

Cash Funds:		
Bank accounts [see Note 4A]	<b>87,805.33</b>	88,744
CBF Deposit Fund	<b>32,870.79</b>	30,286
Cash	<b>10.75</b>	10
	<b>120,686.87</b>	119,040
Investment Assets:		
CBF Investment Fund - Income Units	<b>58,366.88</b>	52,988
Net Current Receivables/(Payables)	<b>(17,335.03)</b>	(16,784)
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>(2,807.79)</b>	(2,207)
<b>Total Assets</b>	<b>158,396.96</b>	152,523

**St Giles Anglican and Methodist Church Desborough**  
**Financial Statements for the Period Ended 31st December 2023**

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

			<b>2023</b>	<b>2022</b>
Planned giving			59,462.13	56,981
Tax recovered			12,299.07	10,231
Loose collections			6,346.93	5,391
Donations			12,942.32	4,107
<b>Total voluntary income</b>			<b>91,050.45</b>	<b>76,711</b>
Community centre hire			5,015.00	4,317
Donations in lieu of centre hire			112.00	784
<b>Activities for generating funds</b>			<b>5,127.00</b>	<b>5,101</b>
Flower festival			2,063.88	1,667
Weddings			3,099.60	2,218
Funerals			3,706.61	3,347
Other activities			410.00	1,513
<b>Income from church activities</b>			<b>9,280.09</b>	<b>8,745</b>
Church lands			683.76	684
Miscellaneous income			5.00	969
Business continuity grant				
<b>Other income</b>			<b>688.76</b>	<b>1,653</b>
Donations made [see Note 4D]			7,744.00	5,444
Friday family fun				(133)
Mini church				
<b>Charitable activities</b>			<b>7,744.00</b>	<b>5,311</b>
Parish share			50,544.00	50,544
Methodist assessment			15,697.33	14,940
Bereavement Counsellor			3,600.00	3,600
Clergy expenses (net)			1,153.71	592
<b>Ministry</b>			<b>70,995.04</b>	<b>69,676</b>
	<b>Church</b>	<b>Centre</b>		
Gas	1,929.47	2,711.01	4,640.48	3,493
Electricity	1,672.54	2,017.92	3,690.46	3,745
Insurance	1,988.34	2,337.53	4,325.87	3,876
Repairs and maintenance	2,325.83	11,105.38	13,431.21	4,259
Clock				
Lighting				
Altar	421.44		421.44	482
Organ	213.03		213.03	190
Business Rates				
Cleaning		3,679.14	3,679.14	4,362
Telephone		456.89	456.89	438
Water		603.00	603.00	408
Miscellaneous				159
<b>Church maintenance</b>	<b>8,550.65</b>	<b>22,910.87</b>	<b>31,461.52</b>	<b>21,411</b>
Postage and stationery			912.16	358
Photocopiers			96.85	189
Music			464.98	514
Youth			159.00	48
Administrator and secretary			3,022.70	2,407
Card Fees			111.56	8
Publicity				
<b>Administration</b>			<b>4,767.25</b>	<b>3,524</b>
Awards and Gifts				(15)
Miscellaneous			891.81	934
<b>Other Expenditure</b>			<b>891.81</b>	<b>919</b>

**Note 2: Restricted Funds**

	<b>Bell</b>	<b>Fabric</b>	<b>Totals</b>
<b>Funds brought forward 1st Jan. 2023</b>	8,806.27	14,484.41	23,290.68
Voluntary income	385.00		385.00
Investment income	271.59	2,584.60	2,856.19
Other			
Total receipts	<u>656.59</u>	<u>2,584.60</u>	<u>3,241.19</u>
Payments			
Fund raising costs			
Charitable activities			
Ministry			
Fabric maintenance			
Administration	428.60		428.60
Other			
Total payments	<u>428.60</u>	<u></u>	<u>428.60</u>
<b>Net receipts against payments</b>	<u>227.99</u>	<u>2,584.60</u>	<u>2,812.59</u>
Transfers between funds			
<b>Funds carried forward 31st Dec 2023</b>	<u>9,034.26</u>	<u>17,069.01</u>	<u>26,103.27</u>

**Note 3: Endowment Funds**

	<b>Slow</b>	<b>Tailby</b>	<b>Totals</b>
<b>Funds brought forward 1st Jan. 2023</b>	52,988.31	1,538.97	54,527.28
Voluntary income			
Investment income		49.32	49.32
Other			
Total receipts	<u></u>	<u>49.32</u>	<u>49.32</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>49.32</u>	<u>49.32</u>
Transfers between funds			
Recognised gains on investments	5,378.57		5,378.57
<b>Funds carried forward 31st Dec 2023</b>	<u>58,366.88</u>	<u>1,588.29</u>	<u>59,955.17</u>

**Note 4: Other Financial Analyses**

**A: Bank Accounts**

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

	2023	2022
General Fund - Santander	41,013.85	53,635
General Fund - Barclays		1,627
General Fund - Lloyds	16,638.37	7,188
Bell Fund	9,034.26	8,806
Craft Group		
Events	18,496.09	12,523
Holiday Club	508.16	536
Magazine		1,947
Monthly Lunch		
Printers	526.31	944
Tailby Fund	1,588.29	1,539
	<b>87,805.33</b>	<b>88,744</b>

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

Flower Festival	2,063.88	1,667
Barrows and Baskets	1,644.91	1,602
Christmas Tree Festival	6,025.68	7,158
	<b>9,734.47</b>	<b>10,426</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		2,053.00	
Mustard Seed Appeal			
Diocese in Europe			
CAP		2,000.00	
Funerals		2,265.00	
RC Kettering Huxloe - Agona Swedru, Ghana		1,000.00	
Love in Action			
British Legion		20.00	
MWIB (Sunshine)			
Bishop's Charities			
Childrens Society		350.00	
Ukraine			
WATOTO Childcare			
Womens World Day of Prayer			
Methodist Church Misson Fund		56.00	
Civic Service			
Memorial Garden			
Cransley Hospice			
Christian Aid			
		<b>7,744.00</b>	<b>7,744.00</b>

**Note 5: Analysis of Assets, Liabilities and Specific Reserves for the Year Ended 31st December 2023**

	<u>B/F at 01/01/23</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)	30,286.19		15,801.78	14,484.41	
Craft					
Endowment - Slow	52,988.31				52,988.31
Endowment - Tailby	1,538.97				1,538.97
Events	12,522.71		12,522.71		
Holiday Club	535.60		535.60		
Lloyds	7,188.04	7,188.04			
Magazine	1,946.93		1,946.93		
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	(16,783.99)	(16,783.99)			
<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)			
	<b>152,523.15</b>	<b>42,954.48</b>	<b>31,750.71</b>	<b>23,290.68</b>	<b>54,527.28</b>
	<u>C/F at 31/12/23</u>	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>
<b>Bank Accounts:</b>					
Barclays					
Bells	9,034.26			9,034.26	
CCLA (Bequests/Fabric)	32,870.79		15,801.78	17,069.01	
Craft					
Endowment - Slow	58,366.88				58,366.88
Endowment - Tailby	1,588.29				1,588.29
Events	18,496.09		18,496.09		
Holiday Club	508.16		508.16		
Lloyds	16,638.37	16,638.37			
Magazine					
Monthly Lunch					
Printers	526.31		526.31		
Santander	41,013.85	41,013.85			
<b>Cash:</b>					
Cash	10.75	10.75			
<b>Debtors/Creditors:</b>					
Accounts Receivable/Prepayments	2,493.67	2,493.67			
Accounts Payable/Accruals	(19,828.70)	(19,828.70)			
<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	(2,807.79)	(2,807.79)			
	<b>158,396.96</b>	<b>37,006.18</b>	<b>35,332.34</b>	<b>26,103.27</b>	<b>59,955.17</b>



**Note 7: Designated Funds**

	<b>Bequests</b>	<b>Events</b>	<b>Holiday Club</b>	<b>Magazine</b>	<b>Printers</b>	<b>Totals</b>
<b>Funds brought forward 1st Jan. 2023</b>	15,801.78	12,522.71	535.60	1,946.93	943.69	31,750.71
Voluntary income						0.00
Activities for generating funds		8,490.22	571.20			9,061.42
Income from Church activities						0.00
Investment income			4.05	15.88	8.62	28.55
Other						0.00
<b>Total receipts</b>	<u>0.00</u>	<u>8,490.22</u>	<u>575.25</u>	<u>15.88</u>	<u>8.62</u>	<u>9,089.97</u>
Fund raising costs		819.63	497.69			1,317.32
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>819.63</u>	<u>497.69</u>	<u>0.00</u>	<u>426.00</u>	<u>1,743.32</u>
<b>Net receipts/(payments)</b>	0.00	7,670.59	77.56	15.88	(417.38)	7,346.65
Transfers between funds		(1,697.21)	(105.00)	(1,962.81)		(3,765.02)
<b>Funds carried forward 31st Dec 2023</b>	<u>15,801.78</u>	<u>18,496.09</u>	<u>508.16</u>	<u>0.00</u>	<u>526.31</u>	<u>35,332.34</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 2024

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 2023 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 2023 and the Receipts and Payments Account shows the Income and Expenditure arising during the year to 31<sup>st</sup> December 2023.



Eric G Lennox BA ACA  
Independent Accounts Examiner