



**St Joseph's Bishop Thornton
DIOCESE OF LEEDS
Finance Committee**

**Wednesday 17 July 2019
at
St Joseph's Presbytery at 7pm**

Attendees

Ian Burrell
Fr Pearce
Helen Jordan
Mark Ashworth
Patrick Henry
Martin Holden

Apologies were given by Mark Grafton.

Kevin Anderson and Anna Larkin from the Diocesan Curia were in attendance.

Ian thanked Fr Pearce for his presence at the meeting and invited Fr Pearce to join future meetings of the Bishop Thornton Finance Committee (BTFC).

Health and Safety

There was a discussion regarding the importance of ensuring that all Health and Safety issues are reported to the BTFC. This should be done via the Health and Safety Representative, Tony Lambert.

The tople testing of gravestones is ongoing and will be completed as soon as possible.

In an effort to reduce the risks presented by burning candles, a cast iron tray has been ordered for the candle stand in the Church.

Finance

IB distributed copies of the Annual Report and Accounts for the Diocese of Leeds and explained that the Diocesan debt has now been cleared. Copies of the Consolidated Report and Accounts for 2019 are available on the Diocesan website. Alternatively, a paper copy can be obtained by contacting Louise Ward in the Diocesan Finance Office on 0113 261 8023.



An extract of the Parish Year End Accounts to 31 March 2019 are shown below.

Receipts & Payments Summary

10047 - Bishop Thornton - St Joseph

Year ending 31st March 2019

	31/03/19
Assessable Income	
Offerories	14,541
Gift Aid Claims	5,223
Donations	6,372
Hire and Rental Income	864
Social Income	1,602
Sale of Fixed Assets	60,000
Total Assessable Income	88,602
Non Assessable Income	
Votives	122
Approved Fundraising	1,435
Grants Received	425
Other Income	404
2nd Collections Mandated by Holy See or Bishops' Conference RECEIPTS	362
2nd Collections within the Diocese RECEIPTS	163
Total Non Assessable Income	2,911
Total Receipts	91,513
Expenditure Liturgical	
Clergy Costs	3,696
Votives Costs	260
Liturgical Costs	919
Total Expenditure Liturgical	4,875
Expenditure Management and Administration	
Household	2,400
Utilities	6,323
Insurance	1,580
Professional Fees	12,909
Administration	319
Social Costs	515
Travel Costs	1,049
Parish Assessment	14,203
2nd Collections mandated by Holy See or Bishops' Conference PAID	345
2nd Collections within the Diocese PAID	187
Parish Collections PAID	50
Routine Repairs and Maintenance	4,792
Total Expenditure Management and Administration	44,672
Expenditure Building Capital and Repairs	
Total Expenditure Building Capital and Repairs	0
Total Payments	49,547
Total Surplus / Loss	41,966
<i>Surplus / Loss Percentage</i>	<i>45.86%</i>

The Accounts to 31 March 2019 included a number of exceptional one-off items and expenses (sale of land, legal fees, etc.). These one-off items can potentially create a distorted picture of Parish finances. The underlying Parish Finances, after adjusting for these one-off items, show a revenue surplus of only c. £3,000.

Accounts have also been prepared to the 30 June 2019 and again the adjusted figures reports a small surplus. The adjusted report, which removes exceptional items and adjusts for timing differences, suggests a surplus for the period of c. £1,700.



In recent years very little work has been undertaken to maintain the Parish buildings. A Quinquennial Inspection (QI) has been instructed. The QI is a 5 year Condition Survey and is necessary because the Church is a Grade II Listed Building. It will allow a better understanding of maintenance priorities and improvement works. It is anticipated that this will trigger the need for works in the Church and Presbytery.

These maintenance works will come at a cost. The Parish will need to build up cash reserves to be able to deal with routine and unexpected repairs which are inevitable on a site of this nature.

Please do give this consideration when you are thinking about how you can support your Parish. If you do not do so already, please consider setting up a regular Standing Order to support St Joseph's Parish. Also, if you are able to Gift Aid your donation please ensure that you have completed the relevant forms to ensure your donations can be increased in this way. Every penny is greatly appreciated!

There are some grant funding opportunities for maintenance works to the Church. All parishes are invited to work with the Diocesan Curia to identify and apply for grants. A recent application was made to the Allchurches Trust and the Parish have received notification that £1,800 has been awarded towards the replacement of the boiler. Thanks are extended to Mark Ashworth for his help with this grant application.

Property

Pearce Bottomley Architects are due to conduct the Quinquennial Inspection (QI) of the Church on the 7 August 2019. There is a particular concern for the roof in the toilet area of the presbytery which may be leaking.

Quotes have been obtained for painting the exterior of the Church and Presbytery and this work will be completed shortly.

The linear plot of land (as discussed in previous minutes) was placed on the market in early July. The Agent is Lambert Smith Hampton. A "For Sale" sign has been erected and the area is pegged out. The land is marketed for offers in excess of £500k.

The timing of asking for offers and best offers will depend on the level of interest.

A topographical survey of the graveyard has been undertaken and will be made available for consultation in the Parish when complete.



Former School

The Agents, Lambert Smith Hampton, have met with a potential tenant for the former School and negotiations are ongoing.

In view of this, members of the Parish Finance Committee have arranged for all items that belong to the Parish to be removed from the School. Should you have any specific concerns regarding Parish items that may be in the School building then please contact Helen Jordan in the first instance.

Presbytery Boiler

Work is continuing with the contractors to agree a boiler installation design that will reduce pressure on the existing pipework therefore reducing the risk of complications associated with installing a new boiler to old pipework. Once plans are agreed, the installation is likely to take about 2 days to complete.

St Wilfrid's Way Pilgrimage

Following the success of the St Wilfrid's Way Pilgrimage in 2018, the 2019 Pilgrimage is planned, following a similar itinerary, for the Friday 11 October (Leeds to Knaresborough) and Saturday 12 October (Knaresborough to Bishop Thornton and onto Ripon). Everyone is welcome to walk part, or all, of the route. More details will be available on the Diocesan website in due course.

It is anticipated that Mass will be offered in the Presbytery Mass Room on Saturday 12 October. More details to follow.

Parish Sustainably

Thanks are extended to both Liz Glenn and Michael Colgan for the enthusiasm and goodwill with which they have assumed responsibility for the Bookkeeping and Newsletter respectively.

In addition to the financial sustainability, the willingness of parishioners to participate in Parish life is also very important. At the beginning of the meeting Fr Pearce also added that Mass attendance is also very important in ensuring a sustainable Parish.

Members of the BTFC continue to undertake several small jobs around the Presbytery and grounds. Thanks are extended for this valuable service.