

## ST JOSEPH'S FINANCE COMMITTEE

Wednesday 7<sup>th</sup> May 2014 MINUTE 6

**Present** :- Father Basil Clark (Parish Priest); John Coll; May Gillies; Claire O'Brien (Minutes); Michael Prior (Treasurer)

### Minutes and Matters Arising :-

As there had not been a committee meeting for a while, minutes and matters arising were dispensed with.

### Accounts 2013

Michael submitted a Statement of the Income and Expenditure for the period to 31<sup>st</sup> December 2013 plus the statement of adjustment required for the bank balance. He talked the committee through its main findings.

- The change of power supplier to Scottish Hydro, arranged by the Archdiocese, caused initial billing difficulties but these seemed to have eased.
- The cost of Heating and Lighting for both church and house has come down from previous years.
- Living costs incurred for our priest have lowered dramatically from previously, but it would be useful to check if the SKY rental encompasses the telephone and Broadband Costs. **Action: Michael**
- Fr. Basil will write to the SBC about exemption of Council Tax charges for Fr. Wojciech, as he is a student. **Action: Fr. Basil**
- Staff costs have been reduced to 12 hours work per week but holiday pay has been added.
- Car insurance costs are high because of priest being foreign, around £500-600
- Bank charges have been imposed.
- The balance to the Archdiocesan Assessment levy amounted to £1579.00
- Gift Aid 2012 brought in £4,541.86 and an adjustment of the Gas Bill for the Centre brought in £1469.00
- Maintenance expenditure in 2013 has been high at over £20,000.00 and Fr. Basil has placed a cap on expenditure for 2014. It should not exceed £15,000.00. There is a need to build up our reserves for future years. (Presbytery kitchen to be replaced, hopefully, in 2015)
- This year's known maintenance costs are to include a new boiler for the presbytery and the redecoration of another bedroom. **Action: Claire**
- As there may be funds required for the set-up of the new hall committee, Fr. Basil will ask the Archdiocese to delay the start of our repayment of the £9,500.00 loan owed to them until 2015. **Action: Fr. Basil**

## Update and arrangements for Hall Lettings

Fr. Basil gave the committee an update on the progress of the changes of St Joseph's Neighbourhood Committee to the new St Joseph's Parish Committee. Fr. Has attended both meetings and will monitor the new committee set-up. He along with the Steering Committee will put in place a new Constitution and a Methodology for the running of the Centre in line with the church's ethos, good practice and safety measures required. There will be a separate bank account, kept by the new committee, which will be independently audited annually. An AGM, open to all parishioners, will be able to vote on decisions. Some of the executives of the Committee must be practising Catholics.

### **AOB**

No further business matters were raised.

**Date of Next Meeting** Wednesday 25th June 2014 at 7.30pm