

# Trustees' Annual Report

## The Friends of St James the Great, Thorley *Registered Charity No: 288678*

**Year ending 31 December 2007**

### **Legal and Administrative Information**

This report is for the financial year beginning on 1 January 2007 and ending on 31 December 2007.

The Principal Address of the charity is:

60 The Paddock  
Bishop's Stortford  
Herts  
CM23 4JW

E-mail: [friends.stjames@btinternet.com](mailto:friends.stjames@btinternet.com)

Website: [www.friends.stjames.btinternet.co.uk](http://www.friends.stjames.btinternet.co.uk)

The object of the charity is to help and support the Rector and Parochial Church Council of the Ecclesiastical Parish of St. James the Great, Thorley (subject to any necessary faculties being obtained) to:

- maintain and embellish the fabric, furnishing and fittings of St. James the Great, Thorley
- maintain, protect and beautify the churchyard of the Church.

The Governing Document of the charity is the Constitution as adopted on 21 February 1983 and amended on 18 March 1984. This calls for the management of the charity to be in the hands of a Committee of Trustees consisting of two members appointed by the Parochial Church Council of St. James the Great and six members elected at the Annual Meeting of the Association. The Committee may co-opt additional members as necessary and invite the Incumbent of St James the Great to be an ex-officio member. The Officers of the charity are a Chairman, Vice Chairman, Treasurer and Secretary who are appointed by the Committee. The Constitution calls for an Annual Meeting to take place in the month of March and the Accounts to be made up to 31<sup>st</sup> December every year.

The following table details the Trustees as of October 2008 and those who acted during the period covered by this report.

<b>Name</b>	<b>Office (if any)</b>	<b>Dates Acted Since 1 January 2007</b>	<b>Mode of Appointment</b>
Mrs Joan Abbotson		1 January 2007 - 7 March 2008; 14 April 2008 - present	Co-opted until 9 March 2007 Elected from 9 March 2007 until 7 March 2008 Co-opted from 14 April 2008
Miss Margot Cage		1 January 2007 - 9 March 2007; 23 April 2007 - present	Elected until 9 March 2007 Co-opted from 23 April 2007 until 7 March 2008 Elected from 7 March 2008
Mr Bill Hardy		1 January 2007 - 9 March 2007; 23 April 2007 - present	Elected until 9 March 2007 Co-opted from 23 April 2007 until 7 March 2008 Elected from 7 March 2008
Dr Philip Hargrave	Chairman & Secretary	1 January 2007 - present	Elected
Mrs Rosemary Jones	Treasurer	1 January 2007 - present	Elected
Mrs Lina Loadman		1 January 2007 - 7 March 2008; 14 April 2008 - present	Elected until 7 March 2008 Co-opted from 14 April 2008
Mrs Margaret Morley	Vice Chairman	1 January 2007 - present	Elected
Mrs Lesley Parker		1 January 2007 - present	Parochial Church Council Appointee
The Revd Robert Payne		1 January 2007 - present	Ex Officio
Mrs Sue Russell		1 January 2007 - present	Co-opted until 9 March 2007 Elected from 9 March 2007
Mrs Christine Tew		1 January 2007 - 7 March 2008; 14 April 2008 - present	Parochial Church Council Appointee until 7 March 2008 Co-opted from 14 April 2008

### **Chairman's Report to the Annual General Meeting held on Friday 7 March 2008**

Thank you all for coming this evening and for your support throughout the year.

The Committee has worked hard on our behalf and I am sure you would like me to pass on your thanks to them.

This time last year the second phase of restoration work on the tower was well underway, and was to be completed just before Easter. Following on from the grant of £25,000 made by the Friends to the Parochial Church Council in 2001 in support of the first phase of work, we were pleased to be able to make a further grant of £30,000 during 2007 in support of this second phase. That grant brought the total spent by the Friends', since its foundation in 1983, on the Church and Churchyard to just over £100,000. We have also raised and committed a further £6,500 towards the planned re-

decoration of both the exterior and interior of the Church, and have made a good start in respect of our latest fund raising project, about which I will say a little more later.

The Friends' key outreach and fundraising events during 2007 were the provision of Sunday afternoon teas in the Church Room from the first Sunday in May until the end of September, the Festival of Flowers and Music over the August Bank Holiday weekend and the Quiz Evening in October. In addition to these regular fundraising activities, we have two additional events in our calendar this year. The first is a sale of plants on Sunday 11<sup>th</sup> May, to which we invite gardeners to donate those 'surplus' to their requirements, and come to purchase what they lack. The second is a Pre Christmas Craft Fair, to be held in the St Barnabas Centre on Saturday 8 November.

The theme for the 2007 Festival was 'Countries of the World'. It had as its financial objective that of supporting our latest project, the raising of funds to replace our Church organ. Whilst still operational, our organ's chequered history means that there are serious shortcomings in both its functionality and its ability to cope with the tonal and dynamic variation so much associated with even a relatively 'basic' organ. It has therefore been dubbed as 'The Mongrel'.

Many of the countries chosen by the flower arrangers for the 2007 Festival were selected for very personal reasons. As well as these arrangements, visitors were also able to enjoy music that was representative of many different parts of the world, and to offer a prayer and place a pin in a country of their choice on a map on the altar. A new addition to the regular Festival programme was the provision of a range of Children's activities on the Monday afternoon.

The Festival once again proved to be very successful, both from the point of view of the number of visitors attending and the money raised. The latter amounted to some £4,500, a substantial increase on that of £4055 for the 2006 Festival.

We were very grateful to Bob and Brenda Williams for continuing to organise regular Whist Drives throughout the year, the profits from which were kindly donated to the Friends.

The Friends final fundraising event of the year was another very enjoyable Quiz Evening in October, hosted by John Loadman.

As a result of all this fundraising, membership subscriptions and donations, our Church organ fund now stands at £13,000.

During the year the Friends' website at [www.friends.stjames.btinternet.co.uk](http://www.friends.stjames.btinternet.co.uk) continued to attract considerable interest. Encouraged by the usefulness of the 'Database of Churchyard Memorials' that was compiled in 2001, and first published on our website in 2002, three volunteers transcribed a number of the Parish baptism, marriage and burial registers into electronic format. Nigel Rixson recorded details of all baptisms from 1751 up to 1960, and all marriages between 1754 and 1961. Maureen Hargrave transcribed the burials from 1813 until 1925, and Des Conridge those from 1925 until 1992. These electronic transcriptions were first made available to visitors to the 2007 Festival of Flowers and Music, and subsequently published on our website.

I would like to end my Report by thanking Rosemary, our Treasurer, and Margaret, our Vice Chairman and indeed all the members of the Committee, for their help and support during the past year. On behalf of the Committee, and myself I would also like to thank you for the support you have given us.

## **Treasurer's Report for the Year Ending 31 December 2007 to the Annual General Meeting held on Friday 7 March 2008**

This year was again, financially, very successful and due to that and our stewarding of our reserves, we have been able to contribute a considerable sum towards the repairs to the Church. Setting aside the £30,000 spent on those repairs, there was an excess of receipts over expenditure of £9756 in the year ended 31<sup>st</sup> December 2007, £664 more than in 2006. All our excess funds are invested with the Church's Central Board of Finance until they are required, as they have been this past year and the results of our expenditure are now visible. The Accounts, which are presented in Annex A, show how the income was received and the expenditure incurred in the year ended 31<sup>st</sup> December 2007 with comparative figures for 2006.

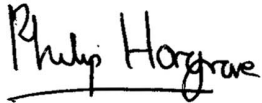
I will now comment on some of the detail.

1. Subscriptions are up this year as are donations from weddings. These are not major amounts but it is encouraging that the membership of the Friends has increased and the Committee would like to thank Edward Miller, in particular, for all his help in this regard.
2. It is encouraging that so many members and donors are now gift-aiding their contributions, it is very easy to do, only one form to complete and I have the forms with me tonight for anyone who may be interested.
3. Donations include a most generous gift in memory of Eileen Jacobs.
4. The Flower Festival was again a huge success and our thanks are to all of you for your tremendous support.
5. October saw our ever-popular Quiz Evening, which produced a surplus of £240 compared with £350 in 2006 and includes Raffle proceeds of £89. We were competing with the Rugby World Cup Final that evening.
6. Sunday Teas are generating much the same income as in the past. These Sunday afternoons in the summer are a vital outreach opportunity for the Church and we do all need to support the work.
7. Proceeds of the Whist Drives held at the Christian Centre have been donated to the Friends for the past two years, thanks to the generosity of Bob and Brenda Williams, to whom the Committee are most grateful. Bob and Brenda were also responsible for the delightful Evening of Entertainment.
8. Since last Autumn, Maureen Hargrave has been organising the provision of soup on Sunday afternoons, raising funds for the new organ. Our thanks go to Maureen for the quiet way in which she goes about her substantial efforts for the Friends.
9. Thanks, too, to Bill Hardy for his fascinating talk about the Barn, which raised £103.
10. Repairs and Maintenance expenditure is high this year and looks set to continue to be so. Our grass cutting equipment is ageing and in need of frequent service. We also spent £26 for vases for the Churchyard.

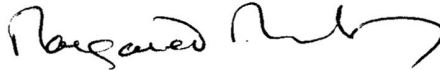
11. Finally, may I express my thanks to Geoff Pickering for being our Independent Examiner of the Accounts, the size of our organisation means that we do not require a full scale audit but we do have to have the Accounts vetted and Geoff very kindly fulfils that role for us.

**Authorisation**

This Annual Report is issued on behalf of the Trustees and was approved by them at a Committee Meeting held on 29 September 2008.



Philip Hargrave  
Chairman and Secretary



Margaret Morley  
Vice Chairman



Rosemary Jones  
Treasurer

11 October 2008

## Annex A

FRIENDS OF ST. JAMES THE GREAT, THORLEY  
 RECEIPTS AND PAYMENTS ACCOUNT for the year ended 31st DECEMBER 2007  
 2006 2007

RECEIPTS

1165	Subscriptions (including £315 weddings)	1312	
1300	Donations and bequests	1469	
-	Donations for Organ Fund	55	2836
	<b>Fund raising:</b>		
5323	Flower Festival	5905	
795	Quiz	607	
768	Sunday Teas	746	
215	Whist drives	767	
-	Sunday Soup for Organ Fund	150	
-	The Barn History Lecture	103	
-	An Evening of Entertainment	50	8328
	<b>Other:</b>		
27	AGM	15	
1514	Bank Interest	1055	
441	Tax Rebate	403	1473
<u>11548</u>			<u>12637</u>

PAYMENTS

	Contribution to the costs of Church Fabric repairs		30000
	<b>Fund raising:</b>		
1268	Flower Festival	1339	
445	Quiz	367	
33	Sunday Teas	29	1735
	<b>Other:</b>		
40	AGM	40	
15	Administration	20	
18	Lottery Registration	20	
187	Insurance	194	274
450	Repairs and Maintenance to Equipment	778	
-	Churchyard Expenses	26	804
<u>2456</u>			<u>32813</u>
<u>£9092</u>	Excess of Payments over Receipts for the Year		<u>(£20176)</u>

FRIENDS OF ST. JAMES THE GREAT, THORLEY

BALANCE SHEET AS AT 31st DECEMBER 2007

2006

RESERVES

34097	Balance brought forward from previous year	43189
9092	Excess of Payments over Receipts for the Year	(20176)

<u>43189</u>		<u>£23013</u>
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Represented by:

43189	Balances at Banks	£23013
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