

Trustees' Annual Report

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

Year ending 31 December 2009

Legal and Administrative Information

This report is for the financial year beginning on 1 January 2009 and ending on 31 December 2009.

The Principal Address of the charity is:

60 The Paddock
Bishop's Stortford
Herts
CM23 4JW

E-mail: friends.stjames@btinternet.com

Website: 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 31st December every year.

The following table details the Trustees as of October 2010 and those who acted during the period covered by this report.

| Name | Office (if any) | Dates Acted Since 1 January 2009 | Mode of Appointment |
|-----------------------|------------------------|--|---|
| Mrs Joan Abbotson | | 1 January 2009 - 12 March 2010 | Co-opted until 13 March 2009 Elected from 13 March 2009 until 12 March 2010 |
| Mr Toby Braddick | | 12 January 2009 - present | Parochial Church Council Appointee |
| Miss Margot Cage | | 1 January 2009 - 13 March 2009; 20 April 2009 - present | Elected until 13 March 2009 Co-opted from 20 April 2009 until 12 March 2010 Elected from 12 March 2010 |
| Mr Bill Hardy | | 1 January 2009 – 13 March 2009; 20 April 2009 - present | Elected until 13 March 2009 Co-opted from 20 April 2009 until 12 March 2010 Elected from 12 March 2010 |
| Dr Philip Hargrave | Chairman & Secretary | 1 January 2009 - present | Elected |
| Mrs Rosemary Jones | Treasurer | 1 January 2009 - present | Elected |
| Mrs Lina Loadman | | 1 January 2009 – 12 March 2010; 19 April 2010 - present | Co-opted until 13 March 2009 Elected from 13 March 2009 to 12 March 2010 Co-opted from 19 April 2010 |
| Mrs Margaret Morley | Vice Chairman | 1 January 2009 - present | Elected |
| Mrs Lesley Parker | | 1 January 2009 - present | Parochial Church Council Appointee |
| The Revd Robert Payne | | 1 January 2009-present | Ex Officio |
| Mrs Sue Russell | | 1 January 2009 – 13 March 2009; 20 April 2009 - present | Elected until 13 March 2009 Co-opted from 20 April 2009 until 12 March 2010 Elected from 12 March 2010 |
| Mrs Christine Tew | | 1 January 2009 - 12 March 2010; 19 April 2010 - present | Co-opted until 13 March 2009 Elected from 13 March 2009 until 12 March 2010 Co-opted from 19 April 2010 |

Chairman's Report to the Annual General Meeting held on Friday 12 March 2010

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.

The Friends were pleased to be able to make a first payment of just over £10,000 to the Parochial Church Council in December, enabling an order to be placed and a deposit paid for our new Church organ. We will be paying the balance of just over £20,000 once the new 37 Stop Two Manual Allan electronic organ has been delivered and installed, hopefully within the next two months. This will bring to a close our latest fundraising project that was launched back in 2007. Following on from our major grants to the Parochial Church Council of £25,000 in 2001 and £30,000 in 2007, both in support of restoration work on the Tower, and a number of other smaller grants, this will bring the total contributed by the Friends since 2000, in support of our remit of helping to maintain and beautify the Church and Churchyard, to some £100,000.

The theme for the 2009 Festival was 'Favourite Poems'. As well as viewing the flower arrangements, visitors were also able to enjoy musical settings of a number of the poems, together with other anthems and hymns, and instrumental and vocal solos and duets. On the Sunday there was a Festival Songs of Praise, for which some of the Festival volunteers selected their favourite hymns and outlined the reasons for their choices. A new innovation for 2009 was a DVD featuring photographs of all of the arrangements together with readings of the poems by which they were inspired. This was rapidly produced on the Saturday of the Festival, once the arrangements were in place and photographs of them could be taken to complement recordings of the poems that had been made on the Thursday and Friday. It was offered for sale to Festival visitors on subsequent days, and more generally throughout the rest of the year. There was once again a most enjoyable barbecue on the Saturday evening of the Festival. Overall the Festival proved to be very successful, both from the point of view of the number of visitors and the money raised, but I will leave details of its financial success to the report by our Treasurer, Rosemary.

The other fund raising activities during the course of the year were a sale of plants in May, to which we invited gardeners to donate those 'surplus' to their requirements and come to purchase what they lacked, our ever popular Quiz Evening in October and an Autumn Craft Fair in November. A CD of 'Christmas Music from St James the Great, Thorley', featuring the St James Music Fellowship with the 1st Thorley (St James) Scout Group Saxon Cub Pack, was produced in time to be sold at the Autumn Craft Fair, and during the subsequent run-up to Christmas. My wife, Maureen, kindly once again extended the season of Sunday Afternoon Teas, reverting to the serving of soup and roll lunches over the winter months, so as to maintain this important fundraising stream, and to provide Sunday fellowship and outreach from the Church Room throughout the year. The Committee was also grateful to Bob and Brenda Williams for continuing to organise regular Whist Drives, the profits from which they kindly donated to the Friends.

During the year the Friends' website continued to attract considerable interest. We received e-mails from individuals as far a field as Canada, Australia and New Zealand. All expressed their delight at being able to find details of their Thorley ancestors in our Database of Churchyard Monuments and Transcription of Parish Records.

I would like to draw my report to a close 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.

That said, I cannot end my report this year without paying a very special tribute to one of our long standing Committee members, who has decided not to seek re-election to or co-option onto the incoming Committee. Looking back through the Friends' records, I find that the minutes of the Annual General Meeting held some twenty years ago, on 29 March 1990, record that, when Compton Whitworth, the then Chairman, called for nominations for what would otherwise have been three unfilled positions on the Committee, I quote, "Joan Abbotson was proposed by Vera Camp. This proposal was seconded by Diana Ashwell and passed unanimously by the meeting". Joan has given sterling service to the Friends, particularly in an area that is dear to my heart, that of catering. Whenever food or refreshments have been called for, Joan has been ever present. Joan did take a short break from Committee membership, standing down at the 1998 Annual General Meeting at the time of the illness of her late and much missed husband, John, but was co-opted back onto the Committee in April 2003, and has served as one of its key members ever since. Joan I would like to say a big thank you on behalf of all the other current Committee members, and indeed all the members of the Friends, for everything that you have done over the years. Although you are standing down as a member of the Committee, I trust that we may, at least occasionally, still call upon your indispensable services.

Treasurer's Report for the Year Ending 31 December 2009 to the Annual General Meeting held on Friday 12 March 2010

This year was again, financially, very successful and due to that and our stewarding of our reserves, we have been able to accumulate further sums towards the upkeep of the Church and Churchyard. There was an excess of receipts over expenditure of £136, not as much as 2008 but as you will see, we have paid a deposit of 1/3rd of the cost of the new organ. All our excess funds are deposited with the Church's Central Board of Finance until they are needed. The Accounts, as presented in Annex A, show how the income was received and expenditure incurred in the year ended 31st December 2009 with comparative figures for 2008

.I will now comment on some of the detail.

1. Subscriptions and Donations both show a slight increase this year which is encouraging and we have gained some new members, but we can always find room for some more; so if you would like to invite your friends to become our "Friends" that would be lovely.
2. It is now the norm for members and donors to gift-aid their contributions and this is a great benefit, particularly in these days of low interest rates.
3. The Festival of Flowers and Music was again a huge success and our thanks are to you all for your tremendous support and hard work. It really is hard labour for some, hours spent creating the flower arrangements, moving all those tables, usually Bill, Steve, Peter, Colin and some ladies, then standing behind stalls for hours, rushing from one duty to the next and in the kitchen. Details in respect of figures for the 2009 Festival, along with those for the 2008 Festival, immediately follow this report.
4. October saw our Quiz Evening again, not so well attended as in the past but great fun nonetheless. £177 was raised.
5. Sunday teas and soup lunches in the winter months have both generated another year on year increase. These afternoons are a vital outreach opportunity for our Church and our thanks go to the small band of volunteers who take on this work. It is not onerous or difficult; you'd be amazed what

can be produced with packet cake mixes these days, so if you could help on the odd Sunday throughout the summer it would be very much appreciated.

6. Once again, I would like to thank Bob and Brenda Williams for running the ever popular whist drives which raised £274 for the Friends.

7. Lesley Parker's contributions have again been wonderful. The plant sale in May raised £117 and the Craft Fair in November £544. After this horrible winter, some of us may have lost garden plants so we await this year's Plant Sale eagerly.

8. Repairs and Maintenance costs remain high, with our ageing equipment needing costly repairs. Our thanks to Peter and Margaret Morley for all their hard work in this area.

9. Finally, I would like to thank Geoff Pickering for once again examining our Accounts to check I haven't made any howlers, so far he hasn't mentioned any.

| Flower Festival | 2009 | 2008 |
|--------------------------|-------------|-------------|
| | £ | £ |
| Raffle | 498 | 569 |
| Donations | 1309 | 1209 |
| Refreshments | 1121 | 1371 |
| Ice Cream | 80 | 45 |
| Souvenirs | 239 | 109 |
| Plants | 282 | 196 |
| Flowers (note 1) | 12 | 25 |
| Stalls and Sale of Fruit | 629 | 608 |
| St Barnabas Centre | (120) | (120) |
| Expenses (note 2) | (185) | (148) |
| Craft Fair | 365 | 300 |
| Programmes | 221 | 226 |
| Books | 311 | 446 |
| BBQ | 72 | 125 |
| Totals | 4834 | 4961 |

| Stalls | 2009 | 2008 |
|-----------------------|------------|------------|
| | £ | £ |
| Recycled goods | 126 | 65 |
| Tombolas | 282 | 269 |
| Cakes and Produce | 220 | 177 |
| Children's Activities | 1 | 97 |
| Totals | 629 | 608 |

Notes

1. Cost of flowers met by sponsors £580 (2008 £685).
2. Other expenses include donation to Organist, advertising and printing.

Authorisation

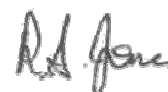
This Annual Report is issued on behalf of the Trustees and was approved by them at a Committee Meeting held on 20 September 2010.



Philip Hargrave
Chairman and Secretary



Margaret Morley
Vice Chairman



Rosemary Jones
Treasurer

9 October 2010

Annex A

FRIENDS OF ST JAMES THE GREAT, THORLEY
RECEIPTS AND PAYMENTS ACCOUNT for the year ended 31st DECEMBER 2009
 2008

RECEIPTS

| | | | |
|-------|-----------------------------|------|-------|
| 1026 | Subscriptions | | 1187 |
| 212 | Donations - general | 287 | |
| 283 | Organ fund | 1058 | |
| 220 | Whist drives | 274 | |
| 240 | Weddings | 320 | 1939 |
| | Fund Raising: | | |
| 6489 | Festival of music & flowers | 6561 | |
| 625 | Quiz | 545 | |
| 1074 | Sunday Teas | 1257 | |
| 385 | Sunday Soup for Organ Fund | 344 | |
| 249 | Plant sale | 117 | |
| 673 | Craft Fair | 679 | |
| 0 | The Barn History Lecture | 47 | 9550 |
| | Other: | | |
| 8 | AGM | 9 | |
| 1150 | Bank Interest | 336 | |
| 535 | Tax Rebate | 518 | 863 |
| <hr/> | | | <hr/> |
| 13169 | | | 13539 |

PAYMENTS

| | | | |
|-------|--|------|-------|
| 6500 | Contribution to the costs of Church Fabric repairs | | 0 |
| 0 | Deposit for Organ | | 10200 |
| | Fund raising: | | |
| 1528 | Festival of music & flowers | 1727 | |
| 436 | Quiz | 368 | |
| 187 | Craft Fair | 135 | |
| 20 | Sunday Teas | 28 | |
| 0 | The Barn History Lecture | 10 | |
| 0 | Souvenirs | 34 | 2302 |
| | Other: | | |
| 20 | AGM | 62 | |
| 40 | Sundries | 20 | |
| 20 | Lottery registration | 25 | |
| 194 | Insurance | 194 | 301 |
| 471 | Repairs and Maintenance to Equipment | 554 | |
| 950 | Churchyard Expenses | 46 | 600 |
| <hr/> | | | <hr/> |
| 10366 | | | 13403 |
| 2803 | Excess of Receipts over Payments for the year | | 136 |

FRIENDS OF ST.JAMES THE GREAT, THORLEY
BALANCE SHEET AS AT 31st DECEMBER 2009

2008

| RESERVES | | |
|----------|--|-------|
| 23013 | Balance brought forward from previous year | 25816 |
| 2803 | Excess of Receipts over Payments | 136 |
| | | <hr/> |
| | 25816 | 25952 |

Represented by:

| | | |
|-------|-------------------|-------------|
| 25818 | Balances at Banks | <hr/> 25952 |
|-------|-------------------|-------------|

Rosemary Jones Hon. Treasurer
Dated: 11th January 2010