



## **Diocese of Nottingham: The Good Shepherd Parish Finance Committee**

### **Minutes of the meeting held on Thursday, 4<sup>th</sup> March 2021**

**Attendees:** This meeting was again conducted by email in view of the restrictions on social gatherings imposed as a result of the Coronavirus pandemic. The documentation for the meeting was circulated on 26<sup>th</sup> February 2021 to the Committee's current membership: Nanette Beaven, Sarah Bray, John Doherty, Michael Dwan, Brian Huthwaite, Oliver Kuras, Philip Martin, Jonathan Newman, David Staiano, Oliver Wastell and Canon Philipp Ziomek. Committee members were given the opportunity to raise any queries or comment on the documentation by 11<sup>th</sup> March 2021.

#### **1. Minutes of the meeting on 3<sup>rd</sup> December 2020**

In the absence of any comments to the contrary, the minutes of the previous meeting are now deemed to be accepted as a true record and will be posted on the parish noticeboard and website. **ACTION 1/21: Philip** to action accordingly.

#### **2. Matters arising from the minutes**

a) ***Church mullions-*** Canon Philipp advised that there had not to date been any movement on this issue. The Committee was reminded that a replacement architectural advisor for the parish has yet to be identified. **ACTION 2/21: Canon Philipp** to update the Committee at its next meeting.

b) ***Database support-*** it has still not been possible to progress this owing to the current restrictions. **ACTION 3/21: Canon Philipp** to make contact with Oliver (Wastell) after the current restrictions are lifted with a view to arranging for Oliver to visit the parish office to assess what improvements can be made to the main parish database; **ACTION 4/21: Philip** to contact Oliver thereafter to arrange a separate session at a later date to look at the parish's Gift Aid database.

#### **3. Parish finances-update**

The usual update on the parish finances was provided by means of a report from Brian and Philip, circulated with the papers for the meeting. Key points identified were:

- There was a credit balance of £30,272 in the parish's current bank account as at 20<sup>th</sup> February 2021.

- The parish debt has now been fully cleared. We have however continued to make monthly payments of £3,950 into the parish's set-off account held with the diocese bearing in mind that in due course we will need to fund the repairs to the church mullions and will undoubtedly have to seek a further loan from the diocese to cover the costs. The parish set-off account is currently in credit to £11,015 reflecting the clearance of the previous debt and a payment of £574 for PPE.
- We continue to make payments of £2,531 per month to the diocesan Quota for 2020/21. On top of this there are the usual invoices (eg utility costs, repairs etc) the parish has to pay periodically.
- As previously reported, the diocese has confirmed that it will ensure all parish bank accounts maintain a positive balance during the current Covid-19 restrictions. Funds will be transferred from the parish set-off account, as required, even if this means that it moves into deficit (and effectively has to be covered by further loans from the diocese).

#### **4. Analysis of income 2020/21**

The usual analysis, prepared by Philip, had been circulated with the agenda. The key points identified were as follows:

- Parish income has been significantly affected by the initial suspension and subsequent enforced reductions in public attendance at Holy Mass resulting from the Covid-19 restrictions. Consequently, the parish is faced with the first real terms projected reduction for some years in its "measurable" income sources (weekly offertory donations, bank standing orders, parish debt collections and Gift Aid).
- If the current pattern of such income is maintained until 31<sup>st</sup> March 2021 the parish's income from these sources for the 2020/21 financial year is projected to total £126,005. That would represent an overall reduction of 16% (£23,194) on the total income for 2019/20.
- This analysis does not take into account reduced income from other sources (such as reduced repository income and no income at all to date from the hire of the parish community centre).
- On the other hand, the parish has received several large donations from individual parishioners, including donations towards the cost of the new Mass streaming facility or in recognition of the current strain on our parish income.
- Additionally, there are savings of £3,950 per month now that parish debt has been cleared. However, it must be borne in mind that we will in due course have to borrow a substantial sum from the diocese to effect repairs to the church mullions.

- Since the beginning of December 2020, the number of attendees at week-end Holy Mass has gradually increased. The average total attendance at the four week-end Masses for the 12 week period ending 21<sup>st</sup> February 2021 was 311. This contrasts with the average week-end attendance of 667 over 2019/20 and represents a 53% reduction per week-end.
- In summary, the current projected reduction in measurable income, whilst significant, may be potentially manageable in the short term. Over time the severity of the impact on parish finances will increase. The position will therefore continue to be carefully monitored. **ACTION 5/21: Philip** to continue to bring quarterly income reports to the Committee so progress can be monitored.

## 5. Items for information

Two items of information were circulated with the papers for the meeting:

- a) A list of the second collections (the mandatory collections required by order of the diocese, and the monthly parish debt collections) for 2021/22.
- b) Correspondence from Rachel Oxspring, the diocese property manager, about the government's listed places of worship grant scheme which is to be renewed for the 2021/22 financial year on the same terms as it operated previously.

## 6. Date of the Committee's next meeting

It was confirmed that the Committee's next meeting will be on Thursday, 20th May 2021 with the main focus being the Parish Annual Return to the diocese for 2020/21. **ACTION 6/21: Philip** to circulate the agenda for the meeting in due course..