

## **ANNUAL REPORT OF THE FINANCE, BUILDINGS AND RISK COMMITTEE OF ST THOMAS' CHURCH 2020-2021**

The annual report for 2019-2020 was due to be presented at the Annual Parochial Church Meeting in April 2020. During March 2020 the extreme seriousness of the corona virus pandemic became apparent and on the 20<sup>th</sup> of March Liz Newman called an emergency meeting of the Finance, Buildings and Risk Committee (FBR). "on some conferencing software called Zoom" All following meetings took place on Zoom.

The members of the FBR are the church wardens, the church treasurer, the bookkeeper, a member of the PCC and the chairperson Helen Jakeways. The rector is an honorary member.

Meetings were held in the following months.

May 2020

July 2020

September 2020

November 2020

January 2021

March 2021

Meetings are very well attended. The agendas cover the following sub-headings.

Finance, Buildings, Risk, Grants Update, Policies for review.

### Finance

The Parochial Church Council (PCC) gave authority to the bookkeeper to process gift aid data. This was done and a claim made for the tax rebate. This has been received and will be recorded as income in the annual accounts for January 2021-December 2021.

The hall users were given a refund following closure of the halls.

Participants in the proposed Weekend Away in April 2020 were offered a refund or to leave their payment for when the event can take place. Unclaimed funds were transferred to the Projects Account.

All invoices, expenses and salaries were paid on time and in full.

Instalments of the Pledge to the diocese were paid in full at the correct time.

The Utilities account was switched to Bulb. A refund was obtained following overpayment.

The accounting process was reviewed by the bookkeeper. A monthly cashflow data sheet has been created and is updated at each meeting.

The accounts for the year January 2020 to December 2020 have been prepared and have been approved by the PCC. They were independently examined and will be submitted to the diocese in good time for the deadline of May 31<sup>st</sup>, 2021.

The budget for expenditure in the year January 2021- December 2021 has been set.

Enormous thanks to the rector, treasurer, and bookkeeper for all their hard work.

### Buildings

The council have re-laid the tarmac on the path round the back of the church. (The North, West and South sides)

The council are due to give money towards the repair of the staircase to the upper hall. The funds are from a successful grant application.

Further applications are being made for:

Putting up scaffolding to repair the guttering and remove plant growth on the roof.

To relay the floor surface in the upper hall

To decorate the walls in the upper hall

### Risk

The night shelter insurance was cancelled.

Risk assessments for opening the buildings were carried out by the church Health and Safety officer. The assessments adhere to the guidance from the government, the Royal Borough of Greenwich and the diocese.

### Grants

The following grants have been awarded to the church.

<u>Awarding Body</u>	<u>Amount and Purpose of grant</u>
<u>Diocese of Southwark 'Live Stream Fund'</u>	<u>£500 for camera equipment</u>
<u>Capital grant</u>	<u>£7,083 for repairs to staircase to the upper hall</u>

The rector is applying for grants to the London Community Response Fund and to the London Borough of Greenwich Neighbourhood Growth Fund. The vision is that St Thomas' Church will be a hub for community support and welfare following the pandemic. The grants will enable a co-ordinator to be employed and will subsidise some core funding as well as enable the upper hall floor and walls to be renovated to a high standard.

### Review of Policies

The reserves policy was reviewed, and an additional amount added to the reserves to match fund when it is necessary e.g. when grants are awarded subject to match funding.

Although the hire of the church halls has been restricted during lockdowns the Buildings Hires policy was reviewed in September 2020. It will be reviewed in full after the relaxation of restrictions in the current lockdown.

Finally, a special thankyou to Helen the chair of our meetings without whom we would undoubtedly flounder. Helen is efficient, enthusiastic, warm hearted and good fun. We are looking forward to live meetings again with chocolate biscuits.

Catherine Tongue