

Minutes of a Meeting of Harwell PCC

held on Tuesday 6 February 2018 at 9.15pm in All Saints', Chilton

Present

Jonathan Mobey (Chair)	Hazel Connelly	Michelle Walker
Andrew Keene	Martin Gibson	Frances Taylor
Peter Barclay-Watt (Treasurer)	Gordon Gill	Sid Gale
Tony Hughes	Tim Paget	Becca Lewis
Jane Woolley (Secretary)	Christina Wood	Jean Barton

This meeting was held straight after the Combined PCC meeting. This extra meeting was called in order to approve the 2017 final accounts in a timely fashion.

1. Apologies for absence

Apologies were received from Lizi Bowerman, Jan Radford and Pam Rolls

2. Final accounts for 2017

Peter Barclay-Watt explained that the PCC meeting in January had approved the final accounts on the basis of the draft accounts "*provided that any variation in net surplus/deficit compared to the draft accounts is no more than £100.*" The variation had turned out to be more than £100 and hence the PCC needs to revisit the accounts.

PCC members had been provided in advance with two documents:

- a note from Peter Barclay-Watt explaining what the differences were from the draft to the final accounts and why these differences had arisen
- the final accounts with numbers highlighted where they had changed from the draft accounts

Resolution	The PCC approves the 2017 final accounts.				
Proposed	Chair	Seconded	-	Passed	Unanimously

3. AOB: Error in 2018 draft budget presented at January PCC meeting

The Chair allowed Peter Barclay-Watt to raise an item not on the meeting agenda. Peter Barclay-Watt explained that he had spotted today a significant error on the 2018 draft budget which had been presented at the January PCC meeting.

Peter Barclay-Watt explained that it was important to point this out to PCC members now rather than wait until the March PCC meeting. This is because the Annual Report, which will be circulated for comment prior to the March PCC meeting, will include a summary of the 2018 budget and it would be perturbing to have an unexplained large discrepancy between the two documents.

Peter Barclay-Watt explained that the error was that the Church Hall utilities 2018 budget figure of £3,000 (see line 42 of the draft 2018 budget – Paper I from the January PCC meeting) had been entered as £300. The result is that the anticipated deficit of £3,732 is increased to £6,432 including the seating charge of £4,160. Peter confirmed that the implication of this is that our general fund will be depleted to a greater extent by the end of 2018 – although other things can change in that time too.

Jonathan Mobey pointed out that, although we have already received considerably more in legacies than budgeted in 2018 (c.£111k versus a budget of £4k) we should try not to rely on this to clear the deficit. This is because we try and work to the principle of using regular income to fund regular expenditure, and setting aside ad hoc income (such as legacies) to fund ad hoc expenditure (such as improvements to the church building).

Resolution	The PCC approves the corrected budget for 2018.				
Proposed	Chair	Seconded	-	Passed	Unanimously

The meeting closed at 9.30pm.

CHAIR

SECRETARY

DATE

DATE