

FRIENDS OF LEEDS AND BROOMFIELD CHURCHES

Registered Charity 1080363

Minutes of Committee Meeting held on Thursday 14 July 2016 at 8.00pm

At Church Farmhouse, Broomfield

Present : Jan Enever (Treasurer), Mike Evans, Amanda Page, Pauline Royer, Christine Sharp (Chair), Martin Sharp, Judi Taylor (Secretary).

Apologies: Jenny Hoy, Michelle Webb

Minutes of last meeting

All agreed the minutes of 2 June 2016 were a correct record of the last committee meeting and Christine signed them.

Matters Arising

All actions from the last meeting had been completed or would be covered on the agenda or in the minutes.

Reports and Plan

- Treasurer's Report

£ 2,636.69 Current Account
£37,207.61 Deposit Account
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£39,844.30 TOTAL

- Membership Secretary Report

Mike reported that we had not had any new members join since the last meeting despite our issuing a membership application form at the back of the Flower Festival programme. Judi would put the Membership application form as usual in the centre spread of the Village News in September. Mike to work with Hannah Royer and JRT Signs on a leaflet designed to catch public attention and encourage people to become members of the Friends to help with the maintenance of the fabric of our two churches and in particular the dire state of the Leeds church roof and the stonework at Broomfield. Leaflet to go in as a loose insert in the Village News and to be approved by Christine before printing please.

Action : JT/HME

- Social Secretary Report

Flower Festival Closeout Report

Jan had produced the attached financial report on the Flower Festival which showed we had made a net profit of £964.16. This was considered to be a good outturn and the Festival was felt to have been a successful event but there was a lot of hard work in tidying up the church before we started, putting it all back again afterwards and organising 15 arrangements, marketing the event and preparing all the lunches and teas needed. There were also a fair number of competitive events on the same weekend with Bearsted Fayre, Leeds Castle Triathlon and Wimbledon....and the weather was not great either. It was decided that although we may do this event again in the future it would not be next year because of the level of work involved and the fact that quick repetition might reduce interest. If we did do a Flower Festival in the future it was recommended that we contact NAFAS in Maidstone early on to enlist their support with the provision of arrangements.

Christine thanked all the Committee for their hard work on this event and in particular Jenny for the fabulous food, Jan for the great outturn of the raffle and Judi for the marketing and organisation.

- Plums and Other Events in 2016

We had Simon and Cynthia's agreement that we could go ahead with the Plums again this year and Judi and Mike had already been to the orchard to do some thinning. Others were urged to go along to do thinning if possible in the next couple of weeks.

- **Rota** Judi had circulated the rota for the various shifts at the plum weekends and circulated it again to fill up the current gaps.
- **Set Up/Take Down** – Mike would circulate a similar rota for the set up/take down process for the Plum Stall as people would be needed to do this especially when there was only one stallholder on duty. **Action : HME**

- **Putting up Notice Boards** – Mike would do this at the beginning and end of the plum season with help from Tom Hoy.
- **Risk Assessment** – Judi to do and circulate a Risk Assessment, insurance cover had already been arranged.
- **Recipes** – Jan would refresh this leaflet and provide copies for the stall but we must be sure to emphasize to stall shift personnel the need to give out the leaflets during their sessions on the stall.
- **Floats** – Jan would provide these each weekend and take home the takings if she was on shift and if not whoever was on the last shift each Sunday should see that the takings were delivered to Jan.
- **Carrier Bags** – Shift people would bring as many as possible and ask buyers if they could provide their own.
- **Gazebo** – This is hanging on in there but on its last legs, Mike was empowered to buy another at reasonable cost if the current one failed during the plumming. We would review the situation after the event otherwise.
- **Price** – It was decided to keep the price of the plums at £1 for 1lb as previously as this was easiest and some shops were selling at less anyway.
- **Punnets** – Mike to order more via Jonathan.

Action : HME/JT/JE

- Fabric Report

See the attached report from Brian Hardy. Some discussion took place on the overall position of the fabric of the two churches and after a proposal was made by Mike, we all agreed to contribute £6,000 towards the cost of the repairs to the Leeds church roof where there had been damage occurring to plaster and ceilings through ingress of water over recent months. However the position of the stonework pointing at Broomfield church was also pointed out and the fact that we had had to put up a temporary fence to prevent visitors being hurt by falling masonry as the pointing was so bad.

It was therefore agreed that the Secretary should write to the PCC to confirm the grant of £6,000 towards the Leeds church roof repairs but also to emphasize the urgent need for the PCC to consider and cost the urgent work on the Broomfield church masonry which again the Friends would wish to make a financial contribution to. It was further pointed out that the Friends had made grants of over £30,000 to Leeds church (including the £6K above) and only just over £7K to Broomfield over the years.

There were also other smaller projects that needed attention at Broomfield eg the need for an extra wall fire at the choir end of the church and better lighting over the organ. These to be considered at the next meeting.

Action : JT

Any Other Business

Brian Hardy was interested to know who provided the banners for the Flower Festival as he may wish to get some for the Great Leeds Book Sale later in the year. Judi to email him the details of JRT Signs.

Action : JT

Confidentiality – None.

Date of Next Meeting - Thursday 20 October 2016 at 4pm at Leeds Church after the AGM.