



**Friends of St Mildred's**  
**2021 / 2022 Report and Accounts**

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## AGM Notice and Agenda

# FRIENDS OF ST. MILDRED'S ANNUAL GENERAL MEETING

**Date:** Sunday 23rd October 2022

**Time:** 11.15 am

**Venue:** St. Mildred's Church, Tenterden

1. **Apologies**
2. **Minutes of 2021 Annual General Meeting**
3. **Chairman's Report**
4. **Treasurer's Report**
5. **Appointment of Examiner**
6. **Election of Trustees**  
Nominations:  
Jeremy Cooper  
Roy Isworth  
Tim Monckton
7. **Election of Officers**  
Nominations:  
Secretary: **Jill Clark**  
Treasurer: To be confirmed
8. **Election of General Committee Members**  
Nominations:  
**Nigel Bishop**  
**Jill Clark**  
**Roger Graham**  
**Tim Lee**  
**Tim Monckton**  
**Tony Pearlman**
9. **Any Other Business**

Any further nominations must be in writing and received by **The Secretary, FOSM, Linford, Woodchurch Road, Tenterden, TN30 7AE** on or before Sunday 2nd October, 2022.



**Minutes of the 7th Annual General Meeting of The Friends of St Mildred's  
Held on Sunday 24th October 2021 at 11.15 am  
in The Lady Chapel, St Mildred's Church, Tenterden**

**Present:** Jeremy Cooper (Chairman), Malcolm Kneller (Treasurer), Stephanie Marshall (Secretary), John Coleman, Linda Fennell, Brian Guest, Jamie Hillier, Rosemary Izod, Penny Kneller, Nicholas Marshall, Mary Monckton, Jean Morris, Charlie Nicholls, Jan Nicholls, Clare Picking, Kate Rawlinson, Gill Topley, Alan Topley.

The Meeting opened at 11.15 am, the attendees having been counted and the quorum reached.

1. **Apologies**

Mark Appleby, Paul Clokie, Pamela Coleman, Jean Easto, Rob Easto, Linda Guest, Carol Hammond, Rupert Harvey, Sue Harvey, Chris Head, Nancy Head, Nick Hudd, Andrew Hynard, Christine Ilari, Roy Isworth, Peter Jolliffe, Jane Johnson, Esther Mansel, Tim Monckton, Caroline Salmon, Ken Shadbolt, Martin Vink, Carolyn Wilson.

2. **Minutes of 2020 Annual General Meeting**

These were circulated with the Annual Report and Newsletter. There were no matters raised from the floor and the minutes were accepted and approved as read.

3. **Chairman's Report**

Jeremy Cooper reflected on a year dominated by the Covid 19 pandemic with fund-raising restricted to Membership subscriptions, donations and generous legacies. Together these generated £15K. During lockdown, The Bukolika Trio and Yehuda Inbar, another young musician, had recorded music from home exclusively for Members available via links on the FOSM website. This had been well received

Jeremy reported that, following the easing of restrictions in July 2021, FOSM had restarted its events programme with a cabaret style jazz concert by The Kate Daniels Sextet in August. The limited number of tickets had been sold out and the event had been a great success.

During the pandemic, planning had continued with a programme for The Bukolika Trio who had been appointed the first FOSM Artists in Residence. Included were three concerts over 18 months and work with local schools providing master classes and concerts. Jeremy said the initial concert and outreach activities were scheduled for early November with further activity planned for April 2022.

Jeremy highlighted other events early in 2022 that included his interview with Bishop Rose Hudson-Wilkin on 18th January and a concert by Homewood School Young Musicians on 10th February.

4. **Treasurer's Report**

Malcolm Kneller presented the Treasurer's Report that had been circulated with the Annual Report and Newsletter. He highlighted:

- The FOSM donation to St Mildred's of £36K for restoration work to the stained glass windows and stonework and updating of the lightning protection system.
- His considerable gratitude to Brian Guest for the enormous amount of work involved in his management of the FOSM website, online ticket sales for events and Gift Aid submission.
- The importance of grants, bar donations and sponsorship in generating event income in addition to ticket sales.

Jeremy added that FOSM events were budgeted to produce a minimum surplus of £1K.

Malcom invited questions from the floor, there were none.

Proposed by John Coleman and seconded by Nicholas Marshall, the accounts were approved.

5. **Appointment of Examiner**

Proposed by Alan Topley and seconded by John Coleman, the Meeting approved the appointment of the Michael Martin Partnership as independent examiner for the accounts for the year ending 30/04/22.

6. **Election of Trustees**

Brian Guest took the chair for this agenda item.

The nominations for 2021-2022 were Jeremy Cooper, Roy Isworth, Malcolm Kneller, Stephanie Marshall and Tim Monckton.

They were proposed *en bloc* by Penny Kneller, seconded by Gill Topley and approved unanimously by the Meeting.

7. **Election of Officers**

The nomination were:

Secretary : Stephanie Marshall (1 year extension).

Jeremy Cooper reminded the Meeting that the Rule Change to FOSM Bye-Laws and Rules approved in 2017 allowed Stephanie Marshall to stand for re-election for a further year although she had already completed four years as Secretary.

Proposed by Jeremy Cooper, seconded by Brian Guest and approved unanimously by the Meeting, Stephanie Marshall was elected Secretary.

Jeremy said he was delighted that Stephanie had agreed to stand for a further year and thanked her for her extremely good work. He added that looking for her replacement would be a priority in the coming months.

8. **Election of General Committee Members**

Brian Guest took the chair for this agenda item.

The nominations were Gill Topley who had been on the Committee from early 2021 and had successfully led the organisation of the Kate Daniels event in August; Linda Fennell and Esther Mansel, both of whom had recently joined the Committee; and Jeremy Cooper who had retired to comply with Constitutional requirements.

They were proposed *en bloc* by Jan Nicholls, seconded by Kate Rawlinson and approved unanimously by the Meeting.

Jeremy took the opportunity to formally thank retiring Committee Member Jane Johnson for all her hard work since the start of the charity. Jane had run the bars at all the FOSM events; worked with Brian Guest on emails to Members including the FOSM Annual Report; and had monitored FOSM incoming emails. As a Committee Member who could turn her hand to anything, she would be greatly missed.

9. **Any Other Business**

There was none.

In closing the Meeting, Jeremy thanked Members for their attendance and continuing support.

The Meeting closed at 11.45 am.

## Chairman's and Trustees' Report

Despite the challenges of the Covid Pandemic, the FOSM Committee put together a wide ranging programme of events over the course of the 2021-22 accounting year.

As the town cautiously re-opened its doors for business, our first activity was to take a FOSM stall at the St Mildred's Flower Festival in July 2021 promoting our activities to the wider community.

This was followed by our first public concert in over a year, when in August a lively evening of cabaret style jazz standards from the Great American Songbook was delivered to a packed audience by the popular Kate Daniels Sextet.

In early November, in a completely contrasting mood, the FOSM Artists in Residence, the Polish Bukolika Piano Trio, delivered a superb concert of classical music. The other event of significance that took place in 2021 was the Late Summer Drinks Party for FOSM Members and guests, held in the beautifully located Vicarage Gardens.

In January 2022, we held a very different type of event, during which Diocesan Bishop Rose Hudson-Wilkin was in conversation with the Chairman, ranging over a wide range of topics of contemporary interest. Bishop Rose has been Bishop of Dover since 2019, and within her pastoral responsibilities lies the Church of St Mildred's. As the audience of around 70 people were leaving the church at the end of a fascinating talk, Bishop Rose shimmied elegantly off the rostrum to bid a dancing farewell to the sounds of the calypso **Hot, Hot, Hot**. A great occasion.

In February, FOSM collaborated with Homewood School young musicians who delivered a loud and vibrant performance of rock and pop music entitled *Borders and Barriers*, which filled St Mildred's with great sounds and a lively audience,

The final event in the last financial year took place in early April 2022, when the Bukolika Piano Trio returned to St Mildred's to give the second in their series of three concerts as the Friends' Artists in Residence. Whilst in Tenterden they also delivered workshops in local schools as part of the Residency Programme. It was another beautiful concert with music by an eclectic range of composers, including some pieces requiring true virtuosity. They will be returning to St Mildred's in February 2023 to deliver the final concert of their Residency.

Our future plans also include introducing a young artist from the Countess of Munster Musical Trust Scheme to help promote their early professional career. Before that we will have welcomed two highly popular jazz ensembles, the Benoit Viellefon Hot Club Jazz Band and once again the Kate Daniels Jazz Sextet.

I want to express my thanks to all Committee Members for their hard work, loyalty and good humour during a difficult period for the charity and to acknowledge the contributions from Esther Mansel and Caroline Salmon who resigned during the year.

We will soon be losing, through retirement, our Honorary Secretary Stephanie Marshall, Honorary Treasurer Malcolm Kneller and Committee Member Kate Rawlinson.

Kate has served on the Committee for three and a half years and we have valued particularly her knowledge of Church procedures and contributions to the planning and running of events.

As Honorary Officers, Stephanie and Malcolm's service and commitment to the work of FOSM has been outstanding and I wish to place on record as Chairman my sincere and abiding gratitude to them both for all their dedication to our cause - Stephanie for almost six years and Malcolm for more than three years. We hope that we will remain in contact.

I am delighted to report that our search for new Committee members is bearing fruit and I hope to have positive announcements to make about this at the AGM.

As can be seen from the Treasurer's Report, our finances are in a healthy state and we hope to be contributing significant sums towards the ongoing repairs and other planned building work in St Mildred's over the course of this financial year.

Jeremy Cooper

September 2022

**Treasurer's Report  
for financial period 1<sup>st</sup> May 2021 until 30<sup>th</sup> April 2022**

The FOSM annual accounts to 30<sup>th</sup> April 2022 have been independently examined and approved by MMP Accountants.

On 30<sup>th</sup> April 2022, our FOSM bank account stood at £65,365.10 with £318.14 in petty cash.

Covid has severely restricted our usual forms of income. However, FOSM was fortunate to receive a £15K legacy this financial year, plus two grants totaling £1.5K. One £1K from the Ecclesiastical Movement for good scheme and £500 from Ashford Borough Council.

Our accounts for the year show a £25,198 profit. After allowing for the legacy and grants, we only made £8.5K. Just over half of this amount came from our annual subscriptions.

Finally, as last year, I would like to thank Brian Guest for the time that he has spent maintaining records and giving me help and advice when asked.

Malcolm Kneller  
Honorary Treasurer



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name

The Friends of St. Mildreds, Tenterden

No (if any)

1159264

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/05/2021

To

Period end date  
30/04/2022

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Subscriptions	4,365	-	-	4,365	4,250
Donations	1,411	-	-	1,411	1,548
Legacies	15,100	-	-	15,100	5,000
Sponsorship	1,250	-	-	1,250	300
Gift Aid	1,304	-	-	1,304	3,113
Events	6,211	-	-	6,211	697
Grants	1,500	-	-	1,500	-
Smile Amazon / Bridge / Misc	13	-	-	13	-
Bank interest	0	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>31,154</b>	<b>-</b>	<b>-</b>	<b>31,154</b>	<b>14,908</b>
<b>A2 Asset and investment sales, (see table).</b>					
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>31,154</b>	<b>-</b>	<b>-</b>	<b>31,154</b>	<b>14,908</b>
<b>A3 Payments</b>					
Events	5,311	-	-	5,311	1,080
Admin	0	-	-	-	28
Publicity and Web site	505	-	-	505	31
Insurance	96	-	-	96	199
Misc	44	-	-	44	-
Payments to St Mildreds PCC	0	-	-	-	36,000
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>5,956</b>	<b>-</b>	<b>-</b>	<b>5,956</b>	<b>37,338</b>
<b>A4 Asset and investment purchases, (see table)</b>					
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>5,956</b>	<b>-</b>	<b>-</b>	<b>5,956</b>	<b>37,338</b>
<b>Net of receipts/(payments)</b>	<b>25,198</b>	<b>-</b>	<b>-</b>	<b>25,198</b>	<b>22,430</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>40,485</b>	<b>-</b>	<b>-</b>	<b>40,485</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>65,683</b>	<b>-</b>	<b>-</b>	<b>65,683</b>	<b>22,430</b>

### Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
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**B1 Cash funds**

Bank	65,365	-	-
Petty Cash	318	-	-
Savings accounts	0	-	-
<b>Total cash funds</b>	<b>65,683</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

**B2 Other monetary assets**

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
None	-	-	-
	-	-	-

**B3 Investment assets**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
None		-	-
		-	-

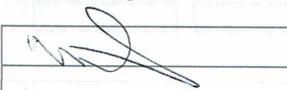
**B4 Assets retained for the charity's own use**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
None		-	-
		-	-

**B5 Liabilities**

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
None		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	MALCOLM KNEPPER	29-6-22

Independent Examiner



## Fabric Report

This report covers the 12 month period from September 2021 to August 2022. Our next Quinquennial inspection is due in February 2023.

Whilst no major works have been undertaken this year we continue to plan for two major schemes and for the new extension to the North, which amongst other things, will include new accessible and much needed lavatories.

The plan to install a raised floor and underfloor heating, serviced by a new air source heat pump system would remove our dependence on our single gas fired boiler which we do not expect to function reliably for much longer. Without a boiler, it will be very difficult to use the church during the winter.

Whilst the consents we need for the new floor and heating system are in hand, the funding is not. We estimate the scheme will cost about £600,000. So far we have set aside just over £100,000 for the scheme which means we still have to raise about £500,000. As soon as the consents are through we will be able to apply for grant support but even with grants we will need to raise significant funds ourselves. Obviously, the work cannot begin unless we are assured of the funds to complete the work and unless a major benefactor comes forward we are unlikely to have the required funds for a few years at least. This is later than the dates I indicated we hoped to achieve when I wrote my Report last year. In view of this, PCC has agreed we should replace our existing gas fired boiler before this winter if possible. We have applied for the various permissions. Our engineer has specified a new boiler which is compatible with the air source heat pump plant and the hope is that our new boiler may, in turn, be moved to form part of that new system.

The second major scheme in the pipeline is the replacement of the Nave roof. Some of you will remember that the Nave is currently covered in cedar shingles. The North (wetter) side was replaced in 1974 and the South side in 1979. Both sides have survived beyond the 40 year (or so) life expectancy for such materials but the 2018 Quinquennial inspection suggested the Nave be recovered by 2023.

The need to replace a roof covering every 40 years or so triggers value for money concerns and PCC has reviewed the possibility of recovering the roof in clay, Kent Peg tiles. The life of a clay, Kent Peg tile stretches to at least 200 years (probably longer) but concerns about structural stability, the need to obtain external approvals, to recover both sides of the roof at the same time and lack of funding has driven a decision to use cheaper cedar shingles again and to recover the north side in 2023 and the south side in 2028.

PCC has set aside about £40,000 to cover the cost of re-covering the North side but will still need to raise up to £20,000 to cover the estimated £60,000 (incl vat) cost of the works. We will of course apply for grant support from outside organisations including to the Friends of St Mildred's.

We are now working with Price Whitehead on the plans and design of the proposed Northern extension and we hope to begin consultations this autumn.

Last year I reported that a working group had been formed to develop a policy about the use and management of the churchyard. That policy was adopted by PCC this year. Essentially, we would like to make the churchyard more accessible and better used by members of the community and visitors. We have agreed to keep the south, west and part of the east sides reasonably closely cut whilst leaving the North long and over time to introduce wild flowers. A path has been cut through the North side to allow visitors to walk around the churchyard easily. We hope to work with local groups to help us with the wild flower part of our ambition.

One final point. During the year PCC has started to build a Risk Assessment covering all its responsibilities. The Building Team has contributed to this exercise by building a section on Building and Churchyard risks and the various steps we take to mitigate those risks. This is a work in progress and is in any event a live document that is to be refreshed periodically. I am pleased to report that the exercise did not reveal any unexpected results.

As ever there is a lot happening at St Mildred's and we are lucky and grateful to have such a dedicated, hardworking and generous group of supporters such as the Friends of St Mildred's to help us.

Thank you

Robin Lovell

17 August 2022