



MINUTES OF THE 15th ANNUAL MEETING OF THE FoHTCC

**Held on Saturday 12th April 2025 at 10.30am in
The Jacobean Hall, Old School, Cuckfield, RH17 5JZ**

Present: Janice Brinley Codd (Chair)
Isobel Simmonds (Treasurer)
Sandra Bankes (Committee)
Anthony While (Committee)
And 50 members

1. **Chair's Welcome** – Janice welcomed everyone to the meeting

2. **Apologies for Absence were received from:**

Bryan and Susan Mayou (President and his wife), Terry and Jane Bevan, Marie Dormer (Committee), Terry Gillard, Geoff and Shiona Goodman, Celia Hughes, Flis Irving, Nicky Lawrence, David Reed, Clive Simmonds, Evelyn Stenning, Ron Tillyer, Sue Towns, Daniel Valentine (Ex officio – incumbent), Alan and Brenda Walker, Joan Collins

3. **Minutes of the 2024 Annual Meeting held on 13th April 2024**

The Minutes had already been circulated to the Friends. No request for amendment or correction had been received. Approval of the Minutes was proposed by Janice Brinley Codd and seconded by Isobel Simmonds and Agreed by the Meeting. Janice Brinley Codd, as Chair, signed the minutes as being a true record.

4. **Matters Arising, not otherwise covered on this Agenda**

Janice reported back to the meeting the actions that she had taken on behalf of the Committee, due to the concerns raised about Churchsuite. She had written to Father Daniel requesting that he deleted the Friends data from his computer and had no reason to believe that he had not done so. She has also written to David Thunder, Secretary and Data Controller of the PCC, asking him to confirm whether he had received the Friend's data or a request to add the Friends emails addresses to Churchsuite. He confirmed to Janice in writing that he had not received any data and also had not received any request to add the data to Churchsuite. He went on to say that any such request or action would have contravened the Data Protection Act as the data was originally collected for an entirely different reason. Janice also outlined the process that the Committee now followed regarding the holding of the friend's personal data. Isobel, as Treasurer and Membership Secretary is the only person who holds the data. Janice confirmed that the data she was sent as Chair, had been deleted from her computer and Janet, as Secretary at the time, was asked to do the same.

5. **Treasurers' Report and Accounts for the Year ended 31 December**

Isobel had already circulated the accounts which showed accumulated funds as at 31 December 2024 of £75,872. She confirmed that the accounts had been signed off following independent examination. A question was asked about what the line item 'Charitable Expenditure' meant, and Isobel explained that this is the title she had inherited to cover donations to the Church in response to a request. In 2024, this expenditure was the purchase of a pair of Processional Candlesticks. So far in 2025, The Friends had funded work on the Tower Rainwater Goods, and the committee is awaiting requests to cover the recent work carried out by the Church Inspecting Architect as part of the Concept Design phase of the Roof Works project and to cover an assessment by the Royal Guild of Needlework of the Victorian White altar frontal.

6. **Adoption of the Financial Statement**

The Financial Statement was proposed by Anthony While and seconded by Tony Lawrence and Agreed by the meeting

7. **Chair's Report on behalf of the Committee**

This had already been circulated to the Friends. There were no questions.



8. **Adoption of the Annual Report**

The Annual Report was proposed by Dick Whidborne and seconded by Anthony While and Agreed by the meeting.

9. **Chair's Remarks**

Janice thanked the Committee for their help and support over the last year. She also thanked Clive Simmonds, Jeremy Brinley Codd and Jake Dormer for stepping in to help at events when other Committee members were absent. She also thanked Marie Dormer for her work on the events ensuring that they were a success.

10. **Election of Officers and Committee Members (Current post holders in bold)**

Chair – Anthony While – proposed by Paul Hughes and seconded by Tony Lawrence and Agreed by the meeting

Secretary – Janet While – proposed by Tony Lawrence and seconded by Colin Sewell-Rutter and Agreed by the meeting

Treasurer – **Isobel Simmonds**

Committee Members – **Elected - Sandra Bankes and Philippa Tillyer** who was Agreed by the meeting.
- **Appointed Members (PCC) Daniel Valentine (Ex Officio)**

11. **AOB**
None

The meeting closed at 10:45 hrs.

12. **DATE OF NEXT MEETING Saturday 11th April 2026**

The committee agreed to review this date as second Saturday is the same as the local market in the church