

The Parish of The Sacred Heart, Tisbury, and All Saints, Wardour Minutes of 2025 Annual General Meeting

7.00 p.m. Tuesday 13th May 2025 in the Parish Room

1. At 6.55 the meeting began with a **prayer**.
2. Mark Shuldham officially **opened the meeting**. **Apologies** were received from Richard Arundell, Chris Norris and Nick Wright.
3. **Wardour School**

As Chairman of the Governors, Patrick Craig McFeely introduced Susie Blundell, a long-serving Governor, as speaker on the subject of the Catholic life of the School. His own report on the school was a single sentence – ‘The school is flourishing!’

SB said the School’s mission statement is: to develop young people who are confident, reflective, responsible and resilient learners who understand that learning is for life and who are able to become all that God created them to be. RE comprises 10% of the curriculum. Of the 85 pupils, 20% are Catholic. The whole School attends Tuesday Mass at Wardour Chapel twice a term, with different classes attending every week, and other forms of collective worship taking place every day.

Pupil leadership is strongly encouraged. The Y6 children all have leadership roles including Head Boy/Girl, sports captains etc. There is a Chaplaincy Team which includes pupil representatives from Y2 upwards and is very popular. The Team give input into discussions of collective worship, fundraising for school charities and the prayer areas in the classrooms. The Team also model kindness and respect for others.

Cafod/Faith Clubs meet weekly at lunchtime to sing, pray and take part in enjoyable activities related to the liturgical year and Catholic social teaching.

The School supports various charities over the school year, e.g. EdUKaid, Cafod, the Emmaus Partnership, MacMillan Cancer, Alabore, the Trussell Trust, Salisbury Food Bank, Missio and Mary’s Meals.

Seasonal activities based on the liturgical year have included St. Francis’s Day (4th October), with the theme of caring for creation; harvest festival; Advent reconciliation with Fr. Jonathan; the Early Years nativity play; School carol service in the Chapel;

Catholic Jubilee launch day; Marian procession in May; Lenten promises and Lenten walk of reflection. Fr. J and Deacon Michael Hughes come to lead collective worship and to talk with the children.

The School works with the Emmaus Partnership of Catholic schools and with the Diocese. The School has hosted Chaplaincy Teams from other Emmaus schools and joined them to celebrate Y6 Leavers' Mass at Clifton Cathedral. This partnership helps the School to be outward-looking. Mrs Rowe, RE Co-ordinator and Reception teacher, is also a leader of the youth ministry in Salisbury – youth group, children's liturgy and advice on First Communion. In addition she is a Governor at St. Osmund's and St. Joseph's and thus provides a very strong link with other Catholic schools in the area.

At Sacred Heart, Catherine Vaux has a big influence on the School. She is very good with children, encouraging them to attend on Sundays and welcoming the Wardour children as servers and as readers at the monthly Youth Masses. Meanwhile the School Headteacher, Mrs Emma Dixon, talks about Catholicism to the parents.

SB ended by warmly inviting parishioners to attend a Tuesday Mass at Wardour Chapel. It is delightful, she said, to see the children there.

MS thanked SB for her impressive report. There were no questions as SB had to leave the Meeting.

4. Remarks - Fr. Anthony Paris

Fr. A gave an overview of the Deanery, also referred to as the Pastoral Area. There are now four priests – Fr. A, Fr. J, Fr. Saji Mathew and Fr. Joseph Meigh. Warminster Parish has been added to the Area, with the unwelcome inefficiency of a 44-mile round trip, for the saying of two weekly Masses there. On the positive side, the new Deacon there is highly competent: numbers are growing and the place is beginning to 'rock and roll.' Moreover attendances are rising throughout the Diocese. The Meeting responded to this statement of Fr. A's with a murmur of agreement and gratification. He said that the clergy across the Deanery were trying to focus on the young people. Tradition is not what we look back on, but something we must pass on. He has also noticed that the young people draw in their parents and grandparents. He is now confident that the allocation of clergy is stable for another year, and perhaps two. Fr. Joseph is happy where he is and we should be able to keep him. Fr. A is planning ahead as far as 2032.

Here, he said, the greatest concern is not the people but the decayed state of West End House. He briefly mentioned some of the advantages and disadvantages of the merging of parishes. Fr. J interposed that there would soon be a huge funding campaign launched for the repairs to Wardour Chapel (covered in the Chapel report, section 8(e) below) but this should be kept distinct from our own fundraising for West End House. To put this in perspective, our own problems are less than those of the Anglicans around us, with, for example, the retired Vicar of St. Johns, the Rev. Juliet Hulme, having to run eight churches in her half of the Anglican benefice, all of them needing ongoing maintenance;

while the parishioners are reluctant to attend any other than their own village church. Fr. J agreed that if we were to merge into one overall parish we should have access to a common pool of money. He confirmed the observation of rising attendances. In Salisbury it has been obvious, especially among the Indian Catholic communities from such places as Kerala and Goa who are employed at the Hospital.

Fr. A said that this is even a potential problem, in that too many are coming on Sundays to be accommodated safely in the churches. Managing the numbers is very important, since when people cannot get in, they are likely to withdraw, with a kind of tidal effect. CW said that attendance at Thursday evening Mass at Sacred Heart has been creeping up to around 15-20. It matters to people to go to Church once a week even if not on Sunday. Fr. A agreed that weekday attendance is just as valid. There followed a brief discussion – speculative, not entirely serious, yet still indicating possible developments – of the idea of making use of Anglican (and formerly Catholic!) places of worship. It has been done. Jamie Clark mentioned Catholic Masses at St. Albans Cathedral. Fr. A wondered if he might be some time approaching the Bishop of Salisbury . . .

MS thanked Fr A for his encouraging and realistic assessment.

5. The **Minutes of last year's Meeting** were accepted without comment.
6. MS said that **Matters arising from the Minutes** would mostly be covered by the ongoing reports.
7. **Appointment/Confirmation of PPC Members**

All serving members were willing to continue. These are Mark Shuldham (Chairman), Robert Vaux (Treasurer), Catherine Vaux (Catechist), Jenny Malone-Lee (Leader of the Catholic Social Group), Jamie Clark, Anne Evans, Ali Hillyard, Chris von Patzelt, Chris Roddis, Izzy Sepp, Corinne Williams, Nick Wright, and Freddy Dunstan (Hon. Sec.)

MS invited any parishioners interested in joining the PPC to put their names forward.

8(a) Report on Parish Accounts

A summary income and expenditure account for the year ending 31st December 2024 is attached. The figures for the previous two years are included, to allow comparison.

We spent £23,709 more than we received in 2024. The in-year deficit would have been a bit bigger if we had not received a legacy of £5,000. A Diocesan loan of £2,031 – the Diocese had paid for some drainage surveying of Trellis House gardens in 2021 – has also been written off, which improves our Balance sheet to that amount.

Offertory increased, compared with that for 2023. There was a small increase in monthly standing orders, but the increase was due in large part to the resumption of the offertory baskets being passed around at Sunday Masses.

Expenditure was broadly similar to that of 2023, except for the costs of supporting Father Jonathan as Priest in Residence, following a practically 'free ride' during the year after Father Robert's retirement from active ministry. Exceptional items of expenditure during 2024 included:

	£
Sacred Heart lightning protection (incl electrical consumer unit)	6,010
Sacred Heart Sacristy roof repair	2,232
Sacred Heart gutter refurbishment	9,570
Trellis House ecology survey	6,096
Structural engineer's report and fire regs advice for West End House	914

Of the total for lightning protection at Sacred Heart, £2,636 was for an up-to-date fuseboard (including surge protection), towards which we received £1,236 from the Wiltshire Historic Churches Trust.

Exceptional expenditure January to April 2025 consists of £8,300 for the restoration of the Bell on Sacred Heart Church, covered by £9,000 received in donations; and £4,445 in project management fees, structural engineer's report and damp survey report for West End House. A full specification of works for the refurbishment of West End House has been received, which has been informally costed by a local builder at £168,000. Allowing for professional project management fees and a realistic contingency of £24,000, this takes the projected total to £250,000 (all figures inclusive of VAT). The process of applying for grants from grant-giving trusts etc has started.

RV

6th May 2025

Parish of Sacred Heart Tisbury and All Saints Wardour

Summary Income and Expenditure Accounts for year ending

31/12/2024

	2022	2023	2024
Income			
Offertory including standing orders	36,917.14	39,755.74	47,684.14
Donations received	3,207.81	2,840.50	4,620.20
Tax refund on Gift Aid	2,692.27	12,032.94	3,491.57
Interest received	0.00	1,807.53	3,033.35
Rent	0.00	3.00	0.00
Room hire	1,202.00	1,789.00	2,346.00
Candles, flowers, books etc	1,242.82	1,190.70	4,505.55
Legacies	4,357.60	0.00	5,000.00
Specific project fundraising		105.65	-105.65
Misc (trips etc)	0.00	3,971.98	3,782.64
Total of ordinary receipts	49,619.64	63,497.04	74,357.80
Special collection receipts	18,044.05	9,142.81	17,939.83
Total receipts	67,663.69	72,639.85	92,297.63
Expenditure			
Church expenses (incl music, organ, candles, equipment)	10,214.14	8,496.39	13,398.10
Clergy stipends, pensions, and visiting priests	6,640.11	1,270.88	11,131.27
Grants and gifts	0.00	0.00	0.00
Buildings and grounds running expenses	19,952.21	19,631.48	24,876.17
Building maintenance	4,040.44	16,060.15	16,213.62
Development costs	4,579.22	1,770.00	11,154.40
Administration (incl telecoms, fundraising, stationery, copying)	2,185.58	2,372.60	2,336.73
Housekeeping	1,800.00	0.00	4,595.70
Motor expenses/public tpt	26.80	1,307.21	336.70
Staff pay	0.00	0.00	0.00
Diocesan Parish Share	15,548.00	16,639.43	13,509.43
Deanery expenses	500.00	0.00	0.00
Misc (trips etc)	0.00	973.00	515.00
Total of ordinary expenditure	65,486.50	68,521.14	98,067.12
Special collection payments	11,956.31	13,216.85	10,226.25
Total expenditure	77,442.81	81,737.99	108,293.37
Net outgoing resources (excludes special collections)	15,866.86	5,024.10	23,709.32

Balance sheet

31/12/2024

	2022	2023	2024
Current assets			
General Deposit Fund	112,000.00	92,000.00	82,000.00
Common Investment Fund	32,708.01	32,708.01	32,708.01
Bank balance as per statement	6,521.48	15,054.58	7,134.11
less unpresented cheques	-2,206.86	-2,128.47	-1,984.83
plus bankings not cleared	0.00	224.00	4,060.19
Cash balance	58.46	2,124.83	69.73
	149,081.09	139,982.95	123,987.21
Liabilities			
Creditors falling due within one year	6,501.12	2,427.08	10,140.66
Net Current Assets	142,579.97	137,555.87	113,846.55

In presenting his report, RV particularly thanked Adele Cordle for handling the Gift Aid admin; Chris Roddis and Nigel Knowles for their fortnightly counting of the collection money; CR (again) and Johnny Berkeley-Matthews for the work of authorising BACS payments. RV mentioned that, in accordance with best practice, he is not a signatory of the accounts.

Giving the ‘headlines’ of Income and Expenditure, RV said that the sum of the costs of exceptional items was equal to the budget shortfall. He stressed, however, that exceptional costs occur every year. The next one will be for the repainting of the interior of Sacred Heart. We need more income!

Beyond this, the ‘ballpark figure’ for the renovation of West End House, referred to earlier by Fr. A, is £250,000. RV has applied to 10 grant-giving bodies, five of which have declined or evidently won’t help. There remain five live applications on various systems, including one for £100,000 from the National Lottery. He asked that anyone with expertise in innovative areas of fund-raising, such as crowdfunding, should offer help.

Catherine Bernard suggested putting Trellis House up for sale. Fr. A said this would not be allowed by the Diocese, as it does not favour disposal of land assets and properties. JC suggested developing a new community hall behind Trellis House and getting rid of West End House. Krystyna Kirkpatrick commented that it was unattractive that such a big house was being occupied by only one person. There was some discussion of making the upper flat of West End House into a priest’s residence, but on the whole this was felt to be unsuitable.

MS thanked RV for his report and accounts, and for all his hard work.

8(b) Fabric and Finance Report, with Health and Safety

As is usual, this Report covers the main jobs with which the Committee has been concerned since our last Annual Meeting.

The Flat and the Parish Room

A Structural Engineer’s Report revealed considerable instability in the front wall at first floor level and, as was expected, cracking and damp penetration in the end elevation, plus some rain penetration through parts of the roof. The Report included detailed recommendations to remedy these defects.

The next step was to instruct an Architect to draft detailed drawings and a Specification.

This has been done and has included work to remedy the damp in the Parish Room and removal of the intermediate “half-wall” in order to provide a better space. Alteration of the ceiling lights to comply with Fire Regs is also included.

The detailed drawings and specification were sent to the Diocese for its approval. The materials specified for insulating against damp penetration and the overall treatment of that problem were not accepted by the Diocese and a further Survey and Report were

commissioned. Unfortunately this has also been rejected by the Diocese which has now instructed a further survey and report. We await contact and the results.

Running in parallel to this, the Architects submitted the plans for Building Regulation Approval and for Work in a Conservation Area.

In order that we could start the process of seeking funds we needed an indication of the overall cost. Armacres were asked if they would provide this. The overall cost including fees and VAT is likely to be not less than £250,000.

Robert Vaux has started the process of applying to various formal bodies for funding, but we shall need to demonstrate that we are also raising some of the money ourselves. If there are Parishioners with experience in funding-raising their help will be very welcome.

Other matters

The bell - Thanks to all those who have enabled the reinstatement of the bell on Sacred Heart. It has been primed and timed and has already prompted explanations to our neighbours and their children regarding the different chimes and times.

Prior to the bell reinstatement the lightning protection (incl electrical consumer unit) for Sacred Heart was installed;

Two other repairs were done: Sacred Heart Sacristy roof and the church gutters were refurbished

Peeling paint in Sacred Heart - Following the gutter repairs and the drying out of the walls, advice is now being sought on the best paint treatment.

Forthcoming year

We shall need to consider replacing the boilers for Trellis and for the Church.

MS

MS said that the Structural Surveyor had provided very detailed reports for West End House, and the remedial works had been costed by a local builder. Unfortunately part of the specifications had not been accepted by the Diocesan Property Dept. He hoped this would be just a small glitch. Meanwhile, planning applications had been submitted (Building in a Conservation Area) also the application for Building Regulations approval.

Philip Conrath asked if it might not be cheaper, instead of putting West End House in order, to knock it down and rebuild it, given that there is no VAT on new build. Fr. A said that this was a creative solution and he would make enquiries.

MS said that in any case we too will need professional fundraisers to help us. From his perspective, he repeated that it would be good to hear from anyone who knows anyone who has such expertise. For the time being, the repainting of the Church interior and the new boilers for Trellis House and the Church are to be considered.

He then presented CR's account of Health and Safety maintenance routines:

H&S Report (AGM May 2025)

In addition to weekly and monthly Fire and Safety checks the bulk of H&S activity is driven by the requirement to complete the ongoing list of routine tasks detailed in the Diocese Safety Toolbox, which provides an online record as well as a calendar of when safety tasks are due. These have included:

- The annual inspection and certification of all Portable Electrical Appliances Testing (PAT) in the Church, Parish Rooms and Presbytery.
- The annual Fire Alarm Test and Inspection of the Parish Rooms and Flat.
- The annual Fire Extinguisher Service.
- The annual Fire Risk Assessment review.
- The Emergency Lighting Annual Discharge test in the Church.
- Checking and renewal of the contents of the First Aid boxes.
- Annual boiler inspections and certification
- The annual inspection of guttering of the Church and Presbytery. While some parts of the guttering of West End House have been cleared the bulk of the inspection/cleaning remains outstanding pending the commencement of refurbishment work.
- The Asbestos Monitoring Inspection Day for all parishes is being coordinated by the Clifton Diocese H&S team and will involve the inspection by G&L Consultancy of those areas identified in the major Asbestos Survey carried out in February 2022.

6 May 2025

MS described these works as ‘a labour of boredom’. He warmly thanked CR in absentia for carrying them out so thoroughly and efficiently.

8(c) Tisbury Catholic Social Group Report

2024

MAY

- 10th Set up and refreshments for the Parish AGM
19th Meet Your Priest Event – tea and cakes in Trellis House garden

JUNE

- 7th Patronal Festival and party at the Hinton Hall for Deacon Michael’s Retirement
23rd First Holy Communion refreshments outside All Saints, Wardour

JULY

- 19th Provided refreshments at the Hinton Hall after Anita Watson’s funeral

OCTOBER

- 25th Harvest Supper at the Hinton Hall – set up, drinks, raffle, quiz

NOVEMBER

22nd Fish and Chips Supper in the parish room

2025

MARCH

8th Coffee and cakes morning in the parish room

12th Provided the Lent Lunch at the Methodist Hall

APRIL

2nd “ “ “ “ “ “ “ “

JML

JML said that the Social Group would like some more members and asked for volunteers. In thanking her, MS said that it is a jolly group which appears to have fun.

On the same lines, CW appealed for volunteers to help with the flower-arranging in Church.

8(d) Catechist and Admin Report

MAY 2025 Catechesis and pastoral coordination

This year the Confirmation group has four Year 8 & 9 young people. Confirmation is on June 19th in Salisbury. Two of our group joined St Osmund's Confirmation group for the Buckfast retreat weekend several months ago. We were a group of 40; Robert, Jamie Clark and I helped Father Joseph and Daisy to run the weekend with other helpers too.

First Holy Communion 2025 has included some of the Family of Faith ideas from Salisbury parish and our families enjoyed their first session- parents with Deacon Michael, young with Catherine and Pepa. Pepa is co- leading this programme. The hardest part is finding a venue to have our lessons and we have used the Lady Chapel as there is no alternative.

Our monthly Youth Masses at Sacred Heart 9am Mass have been well supported. Father Anthony celebrates these when he can and last time we had 24 young people. The number varies depending on holidays away and other commitments but families are keen to join in. We have great readers, servers and Offertory procession helpers.

Children's liturgy is always available if there are young ones who need that. Please let us know and it will be laid on.

Servers at Mass: Claire Sheppard looks after the servers when she can and encourages the group to serve as often as possible. We will begin Guild of St Stephen before long and we hope to train more young to serve. Richard B-M has offered to help and in addition several others have been on hand to give some pointers.

Emma and Louisa Lavan organise the Offertory procession (usually children) at 9am Mass beautifully.

CV helps at the St Osmunds Youth Club in Salisbury to which ours, Year 8 and above, are warmly welcomed. It is a bit of a distance after school although several have shown interest. We do not have enough youth to start a Youth group here but are considering an occasional holiday meeting.

Admin wise- the Office is looked after by CV, RV and Rachel. The newsletter is prepared by CV with Father Jonathan, dispersed by email (229) and Rachel prints 28 copies and the Intercessions as well as parish window/noticeboard copies.

The admin Team comprises of Father Jonathan, Mark Shuldham, Alan MacDermot, CV, RV, Helena Owen-Edmunds who meet fortnightly. Sue B-M has stepped down but is always there to help when needed. The minutes are sent to Father Anthony. General day to day expenses and projects are discussed and we are all able to disseminate information to the parish.

The Parish data base is in the process of being updated and shortly we will be asking all parishioners to register on line.

The annual Statistic returns were prepared by Treasurer and Coordinator.

Holy Communion is taken to seven parishioners by EMHCs

Parish volunteers amount to a substantial number of parishioners in so many different roles. We continue to explore ways to welcome parishioners, new and current.

The Charity fete will be on July 5th, organised by Becky. Parishioners are encouraged to run a stall for a charity. Becky also looks after the bookings for the Parish Room. With many commitments, Becky will be standing down as Safeguarding Representative as soon as a new parishioner can be trained. We all thank her hugely for all she has done to ensure our wellbeing and safety.

Our Patronal Feast of Sacred Heart is 27th June and will begin with Mass followed by refreshments.

CV May 2025

CV declared that 'youth is wonderful' and then gave an upbeat summary of her report. There are now sometimes 24-25 young people at Sacred Heart for Youth Masses. She mentioned the baptisms, the First Holy Communion programme and the four candidates for confirmation; the retreat day at Wardour in June and the Confirmation on June 19th. The number of volunteers, she said, is phenomenal. On the admin side, Rachel is wonderful in the office, CV and RV do a weekly stint and the Admin Team meet every two weeks. A replacement Safeguarding Representative has volunteered to take over from Becky Davies.

MS thanked CV for her devoted and wide-ranging work.

8(e) Report on Wardour Chapel.

This report being of a somewhat momentous nature, and Richard Arundell being absent, MS read it out in full:

Wardour Trustees' Report to Annual Parish Meeting for 13th May 2025

We have received a comprehensive report from Philip Hughes Associates concerning the work on the Dome. The report has shown that whilst the plasterwork of the Dome is in good shape the conclusion seems to be that the cracking has been caused by displacement within the wooden beam structure which supports the plasterwork ceiling. We think it may be necessary to remove the roof in order to get inside the Dome and brace and repair the wooden framework within. During this time a temporary roof will be needed. It is also evident that some of the lead work on the roof has been corroded and therefore new lead works will be required. There will need to be minor restoration of the cracked plaster using internal scaffolding.

Extensive bat surveys have shown that the Wardour chapel roof is home to rare species of bats and as a result of this we are now only able to do the work during the summer months. The earliest start date for this large restoration project is probably April 2026.

All of the above of course depends on a major fundraising exercise as this is going to incur very considerable expenditure. We are therefore seeking a professional fundraiser to help secure funds from public bodies as well as private individuals. We have not yet launched an appeal fund but this is reasonably imminent.

JML asked how much the final cost of the project was likely to be. MS said that this question could not yet be answered.

8(f) Cemetery Report

Wardour Catholic Cemetery is owned by an independent Charitable Trust, established in 1905. It is tied to the Parish in that the Trust Deed names the Parish Priest as the ex-officio chairman.

The cemetery is fairly full. There remain two rows with space for about 70 plots, and in addition some plots reserved before 2012 are still unoccupied. Cremations are becoming more common and the take-up of grave spaces is slowing.

There is additional space to the east of the Cemetery which currently belongs to the Wardour Chapel Trust. This will be transferred to the Cemetery once some legal work is completed.

The Trust very much welcomes new trustees. Please talk to Fr Jonathan if interested.

Alan MacDermot
Secretary to Wardour Cemetery Trustees

AMacD stated that the Cemetery now sees about 10 burials per year. CB asked about deposition of cremation ashes. He confirmed that there is a section of the Cemetery dedicated to ashes and available for Catholics and those married to Catholics, with a higher charge for non-parishioners. Fr. J commented that the rules were not applied very strictly; however, not many approaches are made by people with no connexion to the Parish.

MS thanked AMacD.

9. Questions/Matters from the Floor

Anne Evans spoke on behalf on Tisbury Christian Council, which comprises Sacred Heart, St. John's Church (Anglican) and the Methodist Church. Chairmanship is rotated between them. The Council organises five events per year: the Christian Unity Service in January, the Lent Lunches, the Palm Sunday procession, the Remembrance Service in November and the Christmas Carol Service. There are additional events such as the recent VE celebrations, in which the British Legion took part. The Council also choose the charities to be supported by the Carol Service and the Lent Lunches. AE urged members of Sacred Heart to support these events.

JML and MS spoke of the final approval for the new quatrefoil window, designed by JC, which still needed to be bestowed by Fr. A. This apparently being given, MS declared, 'We'll crack on with it.'

10. Date of Next Meeting

This AGM having been subject to a late rescheduling, MS proposed to avoid future uncertainty by fixing a date for the next one. After some discussion Tuesday 12th May 2026 was decided on.

11. Chairman's roundup and thanks

MS said that he did not propose to thank by name every individual who has made a contribution. The Parish, in his words, consists of many cog-wheels, large and small, all of which contribute to its overall working. Thanks are due to all.

12. The Meeting closed with prayer at 8.05.

Number of persons present: 31

F.J.D
14.5.2025