

St. Mary's Church, Dalmahoy

Minutes of the Vestry Meeting

4th March 2019

1. Present:

Rev. Christine Downey
Lord Morton
Gavin Craig
Denis King
Rona Finlayson
Rosie Mann
Douglas Walker
Ted Tracey-Bower
Carole MacBride
Ella Henderson

2. Apologies for Absence:

Margaret Chill
Jane Russell

3. Opening Prayer and Welcome:

Christine said an opening prayer and welcomed the attendees to the meeting.

4. Minutes of February 4th Meeting:

The minutes of the meeting held on February 4th were approved. These will now be displayed in the hall and on the website.

5. Matters Arising from Previous Meeting:

The Audio system in the church had been worked on during the previous month by the company Sonic Lodge along with Ted. The current situation is that:

- The wiring behind the main console has been completely tidied up and labelled.
- The lapel mics should now be working without any feedback.
- Foam covers have been ordered for the heads of the lapel mics.
- The hand held mic had given out a high pitched whistling sound at Sunday's service. Ted will investigate.
- There is currently no port available to play CD music through the sound system. This can be facilitated if required.

6. Other Matters from Christine:

There is a requirement for the Constitution to be reviewed to ensure that we are operating in line with what it states. This will be the main agenda item at the Vestry Away Day which will be scheduled soon.

A database is being created regarding the burial records for the graveyard. This will make sure all records are digitalised and in line with the required legislation. Numbers are to be placed at the foot of the headstones in order that their location can be easily identified in conjunction with the graveyard plan.

7. Treasurer's Report:

Gavin distributed his report which showed the end of February balance in the General Account as £15,150 (£7,795 of this is in unrestricted funds). The St Mary's Trust Account stood at £16,525. The value of St Mary's investment in the SEC Unit Trust Pool on February 28th was £62,059. So far this accounting year St Mary's outgoings are considerably higher than incomings. It is recognised that there is a requirement look at initiatives to bring fresh funding in.

Church leaflets have been distributed to new housing in the Ratho area.

8. Fabric Report:

Carole had arranged and attended a meeting with Alex Stewart, Chairman of the Diocesan Buildings Committee, to discuss the logistics and feasibility of applying for Provincial Grants to assist paying for work that is required on St Mary's buildings. She found it to be a useful and informative meeting which confirmed that we would be eligible to apply for a grant. Were it to be approved this grant could cover a portion or all of the works required. Carole suggested that the grant which will be requested this time should relate to the improvements to the stonework and insulation of the Rectory. She produced a list of items which require to be addressed and would form the basis of a grant application. Quotes will be sought for the work (3 are required) and the application submitted. The decision on whether a grant is given and if so what proportion of the total cost it meets will determine how much of the work can be carried out.

There is a serious issue with an infestation of rats at the Rectory. Although action has been taken over the past couple of years to address this it still persists. It has been discovered that The Ratho Park is also having this issue and have hired a firm to try and eliminate this problem. It was agreed that St Mary's hire the same firm so that the issue can be dealt with in parallel. The cost of this will be £420 inc. VAT per annum.

A number of quotes have been requested for the replacement of the Rectory fence. This is a requirement which was highlighted during the interregnum. From the estimates received it was agreed that we use John Gillan to carry out the work. The total cost of the fencing will be split between The Ratho Park, Willie Crawford (neighbouring farmer), The Douglas Trust, and St Mary's via the St Mary's Trust.

Not mentioned at meeting but added for information. The gutters of the church and rectory had been cleared out. A considerable amount of potentially damaging debris had been removed.

9. Hall Committee Report:

- Hall curtains now up and looking good. Thank you to Carole for her hard work making the curtains
- The World Day of Prayer went well. Thanks to all who assisted with making this successful.
- The Rich Man/Poor Man lunch had to be postponed but will be rescheduled later in the year.
- New main doors and rear fire escape doors for the hall been fitted and painted. There are some snagging issues. These are being addressed.
- Fire doors are required for the kitchen and the office. This will be progressed.
- There has been further positive feedback on the Ceilidh.
- It was agreed that The Castaways singing group, which performed at Dalmations recently, would be invited to sing at an Afternoon Tea event later in the year.
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10. Lay Rep Report:

The Diocesan Synod will be held on March 9th. Ted will be attending.

11. PVG Report:

Carole had attended a workshop on the Protection of Vulnerable people which was run by Donald Urquhart and Daphne Audsey. She found it a very useful exercise. One point which was emphasised again was that we need to look to give advice and assistance on issues, such as scamming, which occur outside of the church. Ways of doing this will be explored.

12. AOB:

- The creation of posies for Mothering Sunday will be integrated with the making of Palm Crosses on March 30th
- The Good Friday Stations of the Cross/Vigil will be organised by Rosie after discussion with Christine on the format.
- A church key is to be given to the Wedding Co-ordinator at the Dalmahoy Hotel. This will allow her, or an assistant, to bring guests down to view the church if requested. The guests would always be accompanied by hotel staff.

- As a result of being in St Joseph's church hall when a fire evacuation exercise was carried out Jean Tracey-Bower had asked about St Mary's fire procedures. Alan Coupe, our Health and Safety Officer, had given an up to date position with his recommendations on any improvements. Alan's reply will be discussed at the next vestry meeting.

13. Date of Next Meeting:

The next vestry meeting will be held at **7.00pm on April 1st** in the Douglas Hall.