

**St. Mary's Church, Dalmahoy**

**Minutes of the Vestry Meeting**

**7<sup>th</sup> October 2019**

**1. Present:**

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

**2. Apologies for Absence:**

Jane Russell  
Douglas Walker

**3. Opening Prayer and Welcome**

Christine read some passages on the subject of climate control, said an opening prayer and welcomed the attendees to the meeting.

**4. Minutes of September 2<sup>nd</sup> Meeting**

The minutes of the meeting held on September 2<sup>nd</sup> were approved with one small amendment. These will now be displayed in the hall and on the website.

**5. Matters Arising from Previous Meeting**

- The revised Constitution has been signed off by Bishop John and a copy has been sent to OSCR. Copies have also been filed both electronically and in the office cabinet.
- The required work on the Douglas Hall roof is being progressed. Quotes are being sought before deciding on how best to proceed. The fungus on the ceiling will be addressed once this work is complete.
- The letter asking for donations to assist with repairing the Douglas Hall roof will be actioned by Christine
- Due to illness it was not possible for Killian Steele to attend for discussion on the snagging issues that are being encountered with the new sound and loop system. This will be rescheduled.
- Mr Payne will be coming to the church soon to review the heating system.
- A new radiator has been installed in the hall to replace the one that was leaking.

**6. Other Matters from Christine**

- Christine reported that she had received communications from both John Rea and the church in Papua New Guinea apologising for the lack of communication and appreciation that St Mary's had received for their sponsorship of an Ordinand over the past four years. As promises were made on better communication in the future the meeting approved a further 4 year £500 per year extension to support another Ordinand.
- Christine is considering two books that could be the subject for discussion with the group that meet at the rectory on a Tuesday evening. These are 'A Year of Biblical Womanhood' and 'Pastorix'.

- A sheet will be put up in the hall on which names to be remembered at the All Souls Requiem can be added.
- Poppy banners will be displayed in the church during November.
- There will be a Hanging of the Greens Service in Advent. Date to be confirmed.
- The date for the Carol Service is still to be agreed. It will, however, be a separate service held on a Sunday afternoon.

## **7. Treasurer's Report**

Gavin distributed his report which showed that the end of September balance in the General Account was £16,556.08. This was £3,400 down on the previous month.

The St Mary's Trust Account stood at £9,968.94

The Value of the SEC Unit Trust Pool on September 30<sup>th</sup> was £58,458.35

Gavin also said that:

- The deficit for the year was £23,000. A lot of this had been due to maintenance and upkeep costs
- £700 worth of units had been allocated by the SEC Unit Trust Pool reflecting the half yearly dividend
- The invoice for £2450 from Heating Care Scotland to repair the central heating in the rectory, which included new radiators, had just been received and would be paid.
- Donations of £300 had been given to Ratho Primary School and Kirknewton Primary School. He was still awaiting details on Canal View Primary School before making a similar payment.
- Due to an administrative error at the Diocesan Office we had received an invoice for back payment of £650. This was for payroll administration fees that had not been claimed over the past 21 months.
- Gift Aid donations from the congregation were up £6000 from the previous year at £33,000. This will have a positive knock on effect when claiming St Mary's Gift Aid refund from HMRC.

## **8. Fabric Report**

- As mentioned previously the leaking radiator in the hall has been fixed and the issues with heating in the church are being addressed.
- The heating in the rectory, which had failed, has now been fixed. This included the installation of a new radiator and also a full flush of the system. Christine stated that the rectory is now much warmer and that this should lead to a significant reduction in their heating bill. This work also means that the company have reinstated the service agreement on the boiler.
- After discussion on the lighting in the nave of church it was agreed that the current light bulbs in the chandeliers be replaced with the warm glow LED equivalent.

It was reported that a letter had been received from the Provincial Treasurer informing St Mary's that their application for a grant from the Building Grants Fund had been rejected. It gave a number of reasons why the application was unsuitable. It did say that a grant of £2000 had been awarded to 'help meet the costs of obtaining initial advice and assistance in considering what works are required and developing a revised scope of works'. Whilst, obviously, disappointed at the outcome the meeting was more upset about the tone of the refusal letter, the fact that advice had been sought on how to compose the application, and that it had passed through the Diocesan Buildings Committee without any revision being required.

To try and progress this Ben Bright has written to various parties to give them his view on the points that were raised in the letter. Carole MacBride is also going contact Alex Stewart, Bishop John, and Dean Frances to express our concerns. The Bishop and Dean are to be asked if they will attend a meeting with the vestry to discuss how we should progress.

### **9. Hall Committee Report:**

The plans for the Christmas Fair, which Ella and Rona are coordinating, are progressing. A list has been posted in the hall for volunteers to assist to add their names to.

### **10. Lay Rep Report:**

Next Synod is on October 24th. Ted brought to the attention of the meeting that there were some suggestions on the Financial Review regarding Quota that were concerning and that we needed to be aware of.

### **11. PVG Report**

No incidents had been reported.

Accessibility improvements from the car park to the church are being considered. These would use the £250 grant which Scotmid had kindly provided St Mary's.

### **12. AGM Preparation**

Christine requested that all reports be sent in as soon as possible to allow for the AGM pack to be published within the required timescale.

Both Ted Tracey-Bower as Lay Representative and Rosie Mann as Alternate Lay Representative gave notice that they intend standing down this year. Therefore these roles will require to be filled at the AGM.

There will be the requirement to elect 2 Ordinary Vestry Member at the AGM as Jane Russell and Gavin Craig's elected terms come to an end. Gavin, thankfully, will remain on the Vestry as Treasurer.

### **13. AOB**

Due to time constraints the following was not discussed at the meeting but sent by Carole and forwarded to all other Vestry members the next day. It feels right that it should be recorded in these minutes:

The Bishop and the Dean have commented that our Wedding Fees are too low. The Dean took a wedding service in August at the request of the couple being married and so she became aware of what is included in "getting married at St Mary's "

We currently charge a total of £650 to include Alan Phillip's fee, payable as a £250 non-refundable booking fee plus a £400 wedding fee.

Carole proposed that the total is increased to £800. This would be payable as a booking fee of £400 and wedding fee of £400.

Alan would be eligible for a higher fee from within this total amounting to £173 an increase of £26 from his current fee which dates from when he joined us.

There would be the option for Christine and Carole to allow some discretion on the new fee where circumstances were felt to merit this.

### **14. Date of Next Meeting:**

The next vestry meeting will be held at **7.00pm on Monday November 4th** in the Douglas Hall.