

St. Mary's Church, Dalmahoy

Minutes of the Vestry Meeting 5th July 2021

It should be noted that due to the current situation this meeting was a hybrid meeting with some attendees being on Zoom and others in the Douglas Hall
The attendees were in agreement that it was acceptable to regard it as a vestry meeting and minute it as such.

1. Attendees:

Rev. Christine Downey
Lord Morton
Denis King
Carole MacBride
Ann Donoghue
Margaret Chill
Ella Henderson (Zoom)
Margaret King (Zoom)

2. Apologies for Absence:

Wilma Brown
Jonathan Gibbs
Gavin Craig

3. Opening Prayer and Welcome

Christine said a prayer and welcomed the attendees to the meeting.

4. Minutes of June 7th Meeting

There were no amendments to the minutes of the meeting held on June 7th
The minutes were approved by the meeting and will now be filed and displayed as normal.

5. Matters Arising from Previous Meeting

- The new website is now live. There is a current problem which means that some people still get linked to the old website rather than the new one. This is due to a caching issue as the old website has not been deleted. This is being addressed.

- As Gavin was not at the meeting there was no update regarding registering St Mary's as a possible film location. This was carried forward to the next meeting.
- Christine had written a letter to the diocese requesting that St Mary's be considered for a grant towards the cost of purchasing equipment to allow for good quality streaming of our services from the church. This comes under the auspices of the Recovery and Renewal fund. Confirmation has been given that the request has been received. It will be a few months before it is known whether the application has been successful.
- A sheet is now available in the Douglas Hall for people to sign up to carry out readings or intercessions. The Sunday stewards will be asked to draw attention to it as congregants come into the service. There will also be requests on the Sunday Sheet and an article put in In Touch asking for volunteers who are interested in carrying out these duties.
- A discussion was held regarding the delivery of In Touch in paper format. It was felt that many are happy receiving their copy via email and do not require a paper copy. Others though would prefer to receive a paper copy (some already do). Work will be carried out to ensure that all get their copy of In Touch in a form which meets their needs. The aim is to have this in place in time for the October/November issue.
- As part of the previous point the role of Pastoral Visitors was raised. Many of the people who previously delivered the magazines had been uncomfortable as being described as Pastoral Visitors and the Pastoral had been removed from the title. It is felt though that there is still a requirement for some Pastoral Visitors to be available. This will be progressed.

6. Other Matters from Christine

- The vestry will have a short meeting after a Sunday Service to look at the logistics of how best to set up the camera and sound equipment in the church. This is to allow for the best quality of streamed services without the set up being too intrusive.
- Christine is planning to use her remaining holiday allowance by taking 1 week in July, 2 in August, and the final one in October/November. Dates will be announced when firmed up.

7. Covid-19

- The current Scottish Government plans are for all areas to move to level 0 on July 19th. Should this happen Sunday services in the church will resume on July 25th, as the 2m distancing rule will have been reduced to 1m. Before confirming we will need to receive guidance from the SEC Covid Advisory Group on what rules and regulations are still in place. We will also need approval from the Dean to move our services from the Douglas Hall to the Church.
- All being well, on July 25th the intention will be to meet in the Douglas Hall and process down to the Church.
- Entry to the church will be via the main door and exit via the side door. However, those who are unable to access via the main door for any reason should use the side door as they did previously.
- For the foreseeable future there will be no assistants, servers, or offertory procession. Only Christine and Alan will be in the sanctuary during the service. A decision on where readings and intercessions are carried out from will be made prior to July 25th.
- It is unlikely that the service will be streamed online on July 25th but it is hoped that this will resume the following week.
- Plans are to be made to hold a celebration service on August 15th.

8. Community Engagement Team (CET)

Margaret King reported that a meeting of the CET had been held since the previous vestry meeting and that another was planned in the coming week. The Questionnaire that they are producing is progressing well. It will consist of 9 or 10 questions and will be distributed to the congregation soon. It will then be distributed to a wider group of St Mary's connections at a later date.

Margaret also brought two proposals from the CET to the meeting for discussion. The first was the suggestion that St Mary's register with Halls for Hire in both Edinburgh and West Lothian. Pippa will be asked to explore the logistics and cost of this. The meeting then went on to discuss what St Mary's charges for hall hire should be, as it was felt current charges were too low. It

was decided that the charge for current users would remain the same as at present. However for new users the following was agreed :

Non Commercial Users £15 per hour with a 2 hour minimum and maximum of £ 60 for the day.

Commercial Users £20 per hour with a 2 hour minimum and a maximum of £100 for the day.

The second proposal from the CET was to create a Friends of St Mary's Group targeting people who may not be members of St Mary's but have connections with it through weddings, baptisms, funerals etc. The aim would be to ask them if they would be willing to commit to a regular donation. It was agreed that this idea was worth progressing and work will be done to identify who the requests will sent to. The suggestions for monthly donations will be £25, £15, £10 or Other. This would allow for people to give as little or much as they felt able to.

9. Treasurer's Report

Gavin had distributed his report which showed that the 30th June balance in the General Account was £21,745.

There was £3,709 held in restricted funds or for other specific purposes, leaving £18,036 in unrestricted funds.

During the month, £750 had been sent to the Disasters Emergency Committee to aid with the COVID crisis in India.

The church lawnmower had been serviced at a cost of £90.

The church ceiling had been professionally cleaned at a cost of £500, for which the invoice is awaited.

The St Mary's Trust Account stood at £2,103

The value of the SEC Unit Trust Pool on May 31st was £47,549. June end figure not available at time of meeting.

10. Fabric Report

Carole reported that :

- The Quinquennial Review report has now been received and that she felt that it would bolster any request that St Mary's makes for a fabric related grant.
- Carole showed the meeting an Infrared Heating Unit from the company (SES Scot) that she has been discussing the heating needs of the church with. She felt that 10 of these units would be required to heat the church adequately. The advantages of these units were that they would provide heat quickly, rather than having to switch the heating on hours before the service. This would reduce utility costs. No costs for purchase and installation were discussed at this stage. Carole said that before anything could progress that a proposal to proceed would have to be agreed by holding a congregational meeting. Then, if ratified by the congregation a Canon 35 request to the SEC for permission to change the fabric of the church would be required.
- Carole had also been in contact with the company who carry out secondary glazing work on stained glass windows. She felt that at this time the cost of installing this in the main body of the church would be prohibitive. However, the company had offered to install it in the sacristy area as a trial at a cost of £4,000. This charge would be taken from the total price for installation in the main church building were this to proceed in the future. Carole said that she would be willing to make a donation to partially meet the £4,000 cost and asked the vestry for permission to make an appeal to raise the remainder of the money. This was approved.

11. Hall Committee Report:

Nothing to report. It is hoped that as restrictions ease further there will be the possibility to begin running events again.

12. Lay Rep Report:

Nothing to report.

13 .PVG Report

Nothing to report.

14. AOB

Margaret Chill asked about what the rules were around monitoring and supporting the Duke of Edinburgh award volunteers who will be working in the church grounds. It was felt that what is in place for this at present meets the requirements of the scheme.

Date of Next Meeting: The next vestry meeting will be held at **7.00pm on Monday August 2nd**. At present this will be, again, a face to face meeting which will also allow for people to attend via Zoom.