

St. Mary's Church, Dalmahoy

Minutes of the Vestry Meeting

9th March 2020

1. Present:

Rev. Christine Downey
Gavin Craig
Douglas Walker
Denis King
Jonathan Gibbs
Carole MacBride
Ella Henderson
Rona Finlayson

2. Apologies for Absence:

Margaret King
Lord Morton
Margaret Chill

3. Opening Prayer and Welcome

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

4. Minutes of February 3rd Meeting

The minutes of the meeting held on February 3rd were approved with no amendments. These will now be displayed in the hall and on the website.

5. Matters Arising from Previous Meeting

- Responsorial Psalms are being said during Sunday in Lent this year rather than in the Metrical format indicated last month.
- A question was asked regarding how much St Mary's charges for Weddings. It has been confirmed by Carole that this is currently £770, comprising of a £370 booking fee which includes payment to Alan for organist services which can be £170 if playing or £110 if not required due to other musical arrangements, then a £400 wedding fee.

6. Other Matters from Christine

The points that Christine raised were mainly regarding the Away Day discussions. These were :

- Communication is the major item that St Mary's needs to get right. It needs to be clear and available to all on whatever platform their preference is.
- A Congregational Day will be organised in the near future at which members can raise any issues that they have, or ideas on how things could be improved. This meeting will be run by a facilitator from outside of St Mary's.
- Christine's preferred day off is a Friday. This needs to be communicated on the Sunday sheet, In Touch, and the Website. Once the congregation is aware of this it should mean that Christine is only contacted on urgent matters on Fridays.

- It is important that St Mary's has a documented set of Policies and Processes. Producing this will be a target for this year. Processes have already been put in place for the counting of the Sunday Open Plate collection and the Coffee Money.

7. Treasurer's Report

Gavin distributed his report which showed that the end of February balance in the General Account was £15,640.50.

There was £2,123 held in restricted funds

The St Mary's Trust Account stood at £2,713.

The Value of the SEC Unit Trust Pool on February 28th was £60,427.70.

The Triodos Bank account had now been closed. The final balance currently of £1,333 had been received after the end of February. Therefore not included in the figures above.

The request to sell £20,000 worth of the units held in the SEC Unit Trust Pool had been submitted. The money from this transaction should be in the account by mid-March.

Over the past year St Mary's has received £243.72 from Easyfundraising.

There are some monies due from the Douglas Trust and Blair Morrison. This is being addressed.

8. Fabric Report

Carole reported that :

- The tiles in the front porch and nave area of the church have been cleaned and two layers of sealer applied. This was carried out by Carole and looks very good. Thank you Carole.
- She had contacted a number of people regarding carrying out an accessibility audit on the church and hall. Two companies had quoted at £750 plus Vat. This was felt to be too expensive. Another company, Design for Everyone, had quoted around £500. They had also come on-site free of charge for a preliminary look around. Carole recommended that St Mary's engage this company to carry out the audit. She felt that having this audit done and getting the subsequent report would strengthen St Mary's case when we look for Grants to get work done. The meeting approved this. Douglas agreed to contact the Co-op to ask for their permission to use the £250 they had given to St Mary's for the path improvements to be used towards the cost of the audit.
- Three new windows have been installed thanks to the Douglas Trust, two in the hall on the south facing Windows which were previously very difficult to open and then close again, and one in the ladies toilet.
- The Douglas Trust are also due thanks for meeting the cost of the retiling work carried out on the Douglas Hall roof.
- No further steps have been made regarding the heating in the church However, Carole has been researching Grant providers and has discovered that a Scottish Government funded organisation, Resource Efficient Scotland, can provide a free survey of the church as regards the environmental impact of heating it. An application has been made for an audit of the building and the particular aspects that she has asked to be considered are a replacement heating system, ceiling insulation, additional glazing of windows and the possibility of ground mounted solar panels.

With an audit and report, she would like to think that any grant applications would be considered more favourably than without one.

- A number of organisations from which St Mary's could possibly apply for Grants have also been identified.
- A Funding Roadshow is being held and will be attended by Jonathan and Carole, they can hopefully learn more about Grant providers and how to make successful applications
- In relation to the rectory, no application has been made yet to the Provincial Building Fund for those items which were rejected last time, However, the external stone masonry work, some roofing alterations and gutter repairs are still needing to be attended to and a second application will be made for these.
- It was agreed that rather than Carole having to create the Grant requests by herself that there be a team of people who would assist with this. Christine will send emails to congregation members who may be able to help with this. The original grant application and the subsequent funded survey will be sent to those involved.
- We need to contact the Diocese for closer engagement with them. We also need to make clear that there is no bottomless pit of money at St Mary's.

9. Hall Committee Report:

Current dates for the diary are :

April 19th Faith Lunch

May 2nd Rich Man Poor Man Lunch

June 11th Faith Lunch

These dates are subject to change or cancellation depending on circumstances.

10. Lay Rep Report:

Nothing to report since the AGM. The next Synod is on March 14th. Rona will be attending.

11.PVG Report

Nothing to report.

12. Charitable Giving

The meeting agreed to donate £500 to the East Calder Gala Day which will take place on June 13th. Through this donation St Mary's will have their name included as sponsors in the Gala publicity. St Mary's also intends to host a stall at the appropriate event during the Gala Week.

13. AOB

- A second Vestry Day is being scheduled for Sunday May 3rd after the service. It is hoped to hold this at the Dalmahoy hotel.
- We are very aware of the COV-19 virus and the threats it poses. We are, and will continue to follow all advice given by the Government, Province, Diocese etc. to protect the congregation during this pandemic.

14. Date of Next Meeting: The next vestry meeting will be held at **7.00pm on Tuesday April 14th at the Rectory.** Please note change of normal date and location due to the first Monday in April being in Holy Week.