

St. Mary's Church, Dalmahoy

Minutes of the Vestry Meeting 2nd May 2022

1. Attendees:

Lord Morton
Pippa Crichton
Ann Donoghue
Margaret King
John O'Connor
Steven Haigh

2. Apologies for Absence:

Rev. Christine Downey
Wilma Brown
Gavin Craig

3. Opening Prayer and Welcome

Unfortunately due to illness Christine was unable to attend and chair the meeting. Wilma was also unable to attend so Margaret King as the peoples warden stepped in and took the chair. Margaret welcomed us all but due to the last minute step in there was no opening prayer.

4. Minutes of December 6th Meeting

There were no errors, omissions or amendments to the minutes from the April meeting.

The minutes were approved by the meeting and will now be filed and displayed as normal.

5. Matters Arising from Previous Meeting

- Defibrillator update. This is still being progressed so no new update at present.
- An email was sent to the Mar Thoma congregation following last month's Vestry regarding their request to increase their usage of the hall. As agreed the stipulations of increased monthly payment (£65 to £140 per month), flexibility (if we need hall) and a review of fees and usage in 6 months was put to them. They agreed to all. However, at the moment they do not have a permanent priest and are having one travel from Liverpool so currently only have 2 dates

confirmed a month. They are hoping to have someone in the post from September.

- Eco rep update: Steven has been in discussions with Gavin to see if it is possible to source all the relevant documentation needed to provide the Diocese with the information they require to determine our carbon footprint. He will update us once he knows more.

6. Other Matters from Vestry

- Cleaning of the Hall: It is felt by all of vestry that we need to pursue sourcing a cleaner for the hall. It is not sensible to solely rely on Carole any more to take on that responsibility, we greatly appreciate all that Carole has done and the money that she has saved St Mary's but her focus and time are better utilised elsewhere.
In discussions with Carole it is felt that a cleaner would be needed for 2 hours a week in the hall.
Margaret and Ann are going to contact some cleaning companies they know to get some cost estimates and whether a 2 hour per week contract is possible or if it's too little.
- Easter Sunday: The Mar Thoma Congregation booked the hall for their Easter Service at the same time as St Mary's morning service. Unfortunately this caused parking issues and resulted in some of our congregation getting blocked in and things getting a little heated. This was an oversight by the office (Pippa). An email should have been sent out to Mar Thoma prior to the Sunday morning advising them about parking considerations. Also, Margaret and Carole should have been told so they could have planned for coffee in the church not the hall. Pippa sends her apologies to all and for any inconvenience caused and will ensure that this doesn't happen again.
- There is a Fairtrade Notice Board within the hall. Steven discovered that all the Fairtrade material had been removed from the notice board and not replaced. It is not certain how this happened but it brought about a conversation that the Mar Thoma Congregation should be given a space, a notice board of their own. Christine has taken this on board to pursue. John O'Connor has offered if needed to build a notice board.

7. Treasurer Report

Gavin had distributed his report which showed that the 29th April 2022 balance in the General Account was £13,513.85 (£ 13,904.27 previous month)
There was £3,730 held in restricted funds or for other specific purposes, leaving £9,783.85 in unrestricted funds. (£10,204.27 previous month).

- There is not much change in the accounts this month.
- We are awaiting payment of approximately £4,000 from HRMC for Gift Aid Claim.
- The Easter Plate before Gift Aid was £215.

The St Mary's Trust Account stood at £163.34 (previous month £163.34).

8. Community Engagement Team (CET)

- The updated Friends of St Mary's pamphlet was brought to the meeting so that vestry could have a look at the colour change. The background colour has been updated to more of a pink which is brighter and looks better. The current quoted price to print the leaflets is £68 for 100. The possibility of delivering the finished leaflets to Calderwood in East Calder was discussed but in order to do that we would need ample volunteers. An idea of seeing if the Scouts would help was suggested.
- The Knitting Bee has been progressed, the dates have been booked in for the hall and the poster has been made. The next step is for the poster to be put on Facebook and sent out to all the congregation., which will be done this week. Margaret has already passed on a flyer to a friend who has good contacts with a group of crafters. Margaret also plans to deliver a number of flyers to the East Calder Community Centre and is organising for flyers to go out in Ratho.
- The CET have a meeting scheduled for Monday.

9. Fabric Report

- Students from Oatridge College came on 27th April with two very sturdy wooden benches. One of which is moveable and the other has been fixed within the church grounds.
Some clearing of debris was also carried out, work that needed more than one person and involved some sawing of dead branches.
An email of thanks should be sent to John at the college, please.

- A number of wasps have been noticed in the church recently, especially at the west end where Ben's sound equipment is positioned. Ben will contact Harry Lawrie and ask him to investigate.
- The additional information which was requested by the FCC Scottish Action Fund has now been provided and an email has been received advising that all the necessary criteria have now been met. Contact has also been made with Glaze and Save Ltd and Carole has advised them of dates in June and July when weddings are due to take place in the church and therefore unavailable to their workmen. It may be the case that the work is split into two or more separate phases.

11. Hall Committee Report:

- Nothing of note.

12. Lay Rep Report:

- Nothing of note.

14. AOB

- Easter Services: Vestry were very impressed with the Easter Services that Christine prepared and presented. They were however disappointed to see such low attendance to the services prior to Easter Sunday.
- Parking Stewards: It was mentioned that in the past when it was known that busy events were scheduled that parking stewards were used to aid with the parking. This is something that should maybe be reintroduced again as things are getting busier.
- Coffee mornings: There are a number of regular helpers that do coffee mornings, but the 4th Sunday is often a struggle to find people to help out.

It was also mentioned that with the reintroduction of the choir practice on a Sunday morning from 9am it could be a long day for some to then add coffee morning duties on to that.

It is felt a discussion needs to be had involving Wilma to see what can be done to arrange people to help out with coffee duties, without depleting people from other rotas.

Date of Next Meeting: The next vestry meeting will be held at **7.00pm on Monday 6th June 2022**. At present this will be, again, a face to face meeting which will also allow for people to attend via Zoom.