

St. Mary's Church, Dalmahoy

Minutes of the Vestry Meeting 4th July 2022

1. Attendees:

Lord Morton
Rev. Christine Downey
Pippa Crichton
Wilma Brown
Ann Donoghue
Margaret King (zoom)
John O'Connor (zoom)

2. Apologies for Absence:

Gavin Craig
Steven Haigh

3. Opening Prayer and Welcome

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

4. Minutes of June 6th Meeting

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

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

5. Matters Arising from Previous Meeting

- Cleaner for hall: Margaret followed up Gavin's suggestion to contact Almond Cleaning Service, although a message was left on their machine over a week ago, there has been no response.
Margaret does however have a cleaner that may be interested, she wishes to give up one of her current jobs and will be taking on smaller jobs as a replacement. The next step will be for Margaret to speak with her and arrange a meeting with Christine and Carole where a job description can be discussed. This is planned to hopefully happen within the next two weeks.
- Notice board for Mar Thoma: The measurements have not yet been taken and sent to John but this is in hand.

6. Other Matters from Vestry

- As agreed at the last vestry meeting the charity CHAS will continue to be supported by the church and will be attending at Dalmations to give a presentation. A sum from the annual charitable giving fund needs to be agreed upon by vestry. Unfortunately Gavin was unable to attend this meeting to clarify what amount was given previously. Pippa will check with Gavin and email vestry for their approval.

- The Rectory Internet / Phone bill: It was recently established that Christine and Ben have not been reimbursed for the phone bill for nearly a year. The current bill is £65 / month. £9 of which was agreed that Christine and Ben would pay to cover long distance calls. Leaving a balance of £56 / month. This current plan includes a free long distance phone call package worth £7 / month.

It was put forward to Vestry that the original agreement of reimbursing the full £56 / month should be look at and that perhaps the rate should be reduced to 50% reimbursed (£28 / month).

This was therefore discussed and all Vestry members were in agreement that the full amount should be reimbursed to Christine and Ben. It was felt that Christine needs the phone and internet to be able to work. Also due to The Rectory's rural location they are limited to service providers. Although a plan would be cheaper with EE they do not provide services to that area, so BT was the only option available.

Christine does not use the land line to make long distance calls any more so she will look into cancelling the £7 / month which will take the bill to £49/month.

- Zoom: At the moment Christine and Ben are paying £16 / month for Pro level Zoom, this allows unlimited meeting times. They are going to cancel this and continue with the free Zoom service. This means that meetings are limited to 40 mins. This is not an issue as if the meeting runs longer a new link can be sent out to continue.

- Hall Rent Jan – Jun 2022: From January to June the hall has generated an income of approximately £770.00 (not including Mar Thoma Rent)

As the hall is getting busier, St Mary's events throughout the year will need to be put into the Calendar at the beginning of the year, otherwise the dates required may be booked.

Wilma suggested that it may be a good idea to consider getting all the hall users together for a function, maybe at Christmas time.

- Fabric Convenor monthly budget: At Vestry in May 2013 a motion was put forward and approved that allowed the Fabric / Property Convenor a

budget of £500 / month that could be spent without having to be approved from Vestry. This motion was discussed and reconfirmed tonight, anything over £500 would still need vestry's approval.

- Drainage at Rectory: The drains at the Rectory have yet again been causing issues. An estimate has been given for a camera survey to be completed of the main drain, high water pressure clean out and to rebuild the manhole up to ground level of £850. Lord Morton said that The Douglas Trust would have a chat to Tony (1A Alclean Drainage) and would most likely cover the cost of the work needed.
- Christine wanted to thank everybody for her birthday gifts and cake. She was taken by complete surprise, was very touched and really appreciated it.

7. Treasurer Report

Gavin distributed his report which showed that the 30th June 2022 balance in the General Account was £50,239.52 (£18,355.52 previous month)

There was £3,730 held in restricted funds or for other specific purposes, leaving £46,509.52 in unrestricted funds.(£9,783.85 previous month).

- We received additional payment of £257 from HRMC for Gift Aid Claim.
- We received £825 from Mar Thoma, for hall rental in June and three months back rent.
- We received payment of £33,000 from Blackie's estate.
- The Gas & Electricity tariff from May 2023 to 2026 has been agreed. Unfortunately the most cost effective deal that could be found is roughly two and a half times what we have been paying.
- £357.42 was received back from the £3,574.23 that was paid out in March, from FCC Recycling UK (our contribution towards secondary glazing).

It has been recommend by the examiner that there should be two people to authorise online banking payments, the SEC states that this should be the Treasurer, secretary and rectors warden. This means that there should be back up for making payments in the event of absence. A meeting will be scheduled between the three to discuss this.

The St Mary's Trust Account stood at £939.14 (previous month £685.14).

8. Community Engagement Team (CET)

- The leaflet drop around Calderwood went well, though St Mary's only had 250 leaflets to deliver and they did 500 plus doors with Church of Scotland who had many more leaflets.
- The Friends of St Mary's pamphlet has now been delivered and will be distributed out to all wedding couples and Baptism families that have attended St Mary's in the last 4 years.
- The Knitting Bee's is going from strength to strength. There are now 8 ladies attending regularly, they are now looking for alternative charities to knit for. The Knitting Bees has been extended for another 4 weeks, all through August.
- The toddlers group is still being progressed, several ideas are being looked at. Ann's PVG has been submitted and is now awaiting certificate. Ann is hoping to be up and running by September.
- The St Scruffs dog show is nearly here. Volunteers are still needed for various jobs. The main job is to assist with car parking. Christine will speak with Ben to see if this is something he could assist with.
- The Autumn Craft fair has been scheduled for Saturday 24th September. This has still to be advertised.
- The CET have a meeting scheduled for Monday.

9. Fabric Report

- The secondary glazing of the readily accessible windows in the church has been completed. The East and West windows will be installed during July.
- A problem which arose during June and required urgent attention was the blockage of the sewage pipe from the rectory to the septic tank. This has been resolved, although further work on the pipe work to the septic tank is likely to be required. The problem may be under the rear porch of the rectory, so may not be quite as easy to resolve.
- The Wi-Fi signal in the church kept dropping out during the broadcasting of Sunday services. A wired connection has now been run from the office in the Douglas Hall to the church for the upgraded Wi-Fi making use of an existing telephone pole and a new router installed. One downside of this is that Carole cannot operate the heating remotely at the moment. Carole will contact the installers of the heating system and have them connect the required modem again. Thankfully, the church does not require heating at present. In fact the temperature gauge in the church has regularly been showing temperatures in excess of 17 C without any heating.

- New energy contracts were also agreed during the last month although these will not come into effect until May and June 2023. Both gas and electricity will be charged at roughly two and a half times the previous tariffs so increased economy will be essential going forward.
- The secondary glazing in the church and the more economic heating units will hopefully lessen the amount of energy required during services.
- The Douglas Hall presents another challenge regarding its heating, something for Carole to examine more closely during the coming months.

11. Hall Committee Report:

- Nothing of note.

12. Lay Rep Report:

- Ann wished to confirm whether Rachel Grant would be attending the summer camp. Christine confirmed that approval has been given and she will be attending.

14. AOB

- John suggested that we needed to have a more visible collection plate at the back of the church to encourage donations. Other ideas were then discussed of having a more visible sign and the QR code visible and accessible for people visiting the church to donate. Christine also reminded everyone of the card reader we have in the office and that that should be taken down to the church every Sunday and for any large events.
- There will be no Vestry meeting next month (August) as both Christine and Pippa are on annual leave. The next meeting will be September.

Date of Next Meeting: The next vestry meeting will be held at **7.00pm on Monday 5th September 2022.**