

St. Mary's Church, Dalmahoy

Minutes of the Vestry Meeting 2nd October 2023

1. Attendees:

Rev. Christine Downey
Pippa Crichton
Lord Morton
Denis King
Steve Haigh
Anne Clapham
Mandy Smart

2. Apologies for Absence:

Wilma Brown
Margaret King
John O'Connor (Margaret & John tried to join but were unsuccessful due to a technical error)

3. Opening Prayer and Welcome

Christine said a prayer and welcomed the attendees to the meeting. Christine welcomed Mandy to her first vestry meeting in an unofficial capacity until the AGM.

4. Minutes of 4th September Meeting

There was no errors or omissions noted from the minutes.
The minutes were thereafter approved by the meeting and will now be filed and displayed as normal.

5. Matters Arising from Previous Meeting

- **Store-front Church Idea:** There has been no further progress with this as yet.
- **Rectory Cottage Name Change on Database:** Denis has spoken with Ben but unfortunately Ben can't recall how he did it. Denis will progress it.
- **Church Mail Box:** A new mail box has now been put up and looks and functions great.
- **Fire Training Update:** ASCO has attended and completed the annual fire extinguisher checks and certification. Alan Coupe has not yet been spoken to regarding any potential training. Christine will speak with him.

- **Church Information Leaflets:** The leaflets have now been placed in the church. Christine has been handing the out to people and we have seen a number of visitors who have taken a leaflet away with them. Christine has also recently started an Instagram account for the church which should help increase our visibility. Find us at **@smd_1850**
- **AGM reports:** The AGM is fast approaching (19th Nov) so reports need to be in as soon as possible please.
- **Sponsorship Items:** A list has been put together of items people can sponsor / purchase. The list has been published in In Touch. The list can also be found on the notice board in the hall entrance.
- **Possible money appeal for tree works:** There has been no progress made on this due to other commitments at the moment. Lord Morton stated that he felt the quote provided was very high, he suggested that we speak to someone else for another quote. He mentioned that Charlie Spurway works with trees, he offered to speak with him to see if this was something he would do and to see what he would quote for the work.
- **Legacy Giving Suggestions:** Steve said that he had given this some thought from an Eco-rep view point. The only thing that he could suggest was money towards solar panels or a heat pump to heat the hall in the future. No other suggestions have been put forward at this time.
- **Garden / Grounds maintenance:** Christine has not yet spoken with Martin and Brian but she will have an opportunity this week to see if this is something they could help out with.

6. Other Matters from Christine

- Christine informed vestry that there a lot of things happening soon that she has been planning. The first being **St Mary's After Dark, The Hunters Moon readings and Jazz night on Sunday 29th October at 7pm.** Christine has advertised this on Instagram, Eventbrite, Heriot-Watt Uni & Edinburgh Uni socials and Facebook. Tickets are free but a donation would be appreciated. This first concert has been paid for partly out of the Rectors discretionary fund and the remainder was paid for by a kind donor.
- **All Souls is on 2nd November.**
- **Advent & Christmas:** Christine is introducing **"Night Church"** this will happen weekly on a **Thursday starting 30th Nov at 6:10pm** in the church. This will be a short 30 minutes service followed by an opportunity to ask all those questions you have been wanting to ask, this will provide a safe space where you can do that. As Christine is aware that some people

don't like coming out in the dark, she will also be providing an opportunity at **1:10pm** for people to attend the same style service at the **Rectory**.

- **Christmas Eve:** An intergenerational service will be held at **5:30pm** with families being the focus. There will then be a traditional service at **10:30pm**.
- **Christmas Day:** The service will be at **10:30am** and will be a mix of Carols and celebration.
- The Christmas service will hopefully be live streamed, but if all 3 can't be the evening services at least will be.
- **In Touch:** Christine acknowledged and apologised for the use of a word in the Molly Wolf article which is derogatory and offensive. It was an oversight and we will do our utmost to not have this happen again. It will be amended before it is published onto the website.

7. Treasurer Report

Denis distributed his report which showed that the 30th September 2023 balance in the General Account was £47,676.07 (£49,018.01 previous month).

There is £1829.50 held in restricted funds or for other specific purposes, leaving **£45,846.57** in unrestricted funds (£1,884.15 previous month).

As agreed at the last vestry meeting, £45,454.36 was transferred from restricted funds to the general account.

The St Mary's Trust Account stood at £995.12 (previous month £1039.12).

St. Mary's Annual Income to date: £87,263

St Mary's Annual Expenditure to date: £87,890

(Income includes £12,454 received at the beginning of the year from Blackies estate).

- £332.38 paid to CCLI to cover copyright licensing for church music etc.
- £392.36 paid to ASCO for annual fire extinguisher check and certification.
- £232.58 paid to Concept Group for printer / photocopier use.
- £170 received from St Scruffs Dog Show. This money will be donated to the PDSA. Cheque not cashed yet.
- The Autumn Craft Fair brought in £452 overall. This includes stall fees, Church stall, Tombola and refreshments.

9. Fabric Report

- Carole informed vestry that she is feeling rather overwhelmed at the moment by all the responsibilities that she has been undertaking for several years. Vestry acknowledge this and Carole's responsibilities will be shared out
- There has been no update from Eddie Jones regarding cost to refurbish and repair rainwater goods.
- Four quotes have been received from companies who were asked to quote for the Kiwi Cottage refurbishment. This will be discussed at the next meeting. Christine will be overseeing this project.
- Annual PAT testing has been planned for October 17th by TT Testing.
- One of the rope pulls for the bells has come loose. Christine will ask the Diocese if they can suggest how we go about fixing this.
- Spotless Cleaning have cleaned the hall a number of times now. Carole feels the hall certainly looks nice and clean after they have been in.
- Glaze and Save attended removed and cleaned the west window secondary glazing. This work was done free of charge to the church. Please could Pippa send an email to Glaze and Save to thank them for their attention to aftercare.
- A report has been received and quotation provided by Kevin Skey for the external re pointing of the church. The total cost appears to be in the region of £40 thousand, Carole will gather other quotes. Carole also plans to make an application to the FCC SCOTTISH COMMUNITY ACTION FUND as I did for the secondary glazing project.
- Grass cutting season is now over. Carole made a suggestion of an Amazon credit for £200 be made this year. Vestry were all in agreement and have approved this.
- The floodlights located on the ground on the south side of the church had not been functioning for many months. This is in the hands of the hotel maintenance team.
- Arrangements have not yet been made to lower the heaters in the church. Carole would like this to be done on her return from her trip as cleaning will be involved.
- Carole is on holiday October 18th-31st and then late November 19th-29th. During this time somebody will need to take charge of altering the heating for the hall lets and checking things like the bins, replacing hand towels and toilet rolls etc. Pippa has volunteered to do this.

10. Events Committee:

- Nothing as Margaret was unable to attend.

11. Lay Rep Report:

- Steve attended the Vestry Roles and Responsibilities morning that was held recently. He found this well worth attending and would recommend it to other vestry members.

The action points that he came away with were:

- That all vestry members should be familiar with the constitution.
- That we should have received and be familiar with the Health and Safety Risk Assessment Booklet.
- That vestry members can be liable and so Indemnity Insurance should be in place, which it is.
- That Vestry Minutes are an important record of how decisions are made and should therefore be kept for an agreed period of time.

12. Eco – Rep Report:

- Nothing to report.

13. AOB

- **Rectory Alarm:** Christine informed Vestry that their alarm at the Rectory is very unreliable and would go off continually for no reason and as a result has been disconnected. The Alarm company is failing to get back to them or to come out to the property. Christine asked if she could look into other companies to use for maintenance of the alarm. Vestry agreed to this.
- **Mar Thoma Rent:** Mar Thomas rent of £65/month has remained the same since they started using the hall despite a large rise in costs. It is felt that their rent should be raised to reflect the current climate. Lord Morton recommends a new monthly rate of £100 / month to start from Jan 2024. Vestry agreed.
- **Water Availability in Church:** Anne asked if it would be possible to have a jug of water and glasses at the back of the church. Just in case anyone has a tickly cough during the service. This was felt to be a good idea and will be introduced.

Date of Next Meeting:

An extra meeting has been scheduled for Monday 9th October at 7pm to discuss and plan the budget. This will be in person in the hall.

The next vestry meeting will be held at **7.00pm on Monday 13th November 2023. This will be in person at the rectory or via zoom due to the darker evenings.**