

**St. Mary's Church, Dalmahoy**

**Minutes of the Vestry Meeting**

**1<sup>st</sup> October 2018**

**1. Present:**

Rev. Christine Downey  
Lord Morton  
Alan Coupe  
Caroline Gunn  
Gavin Craig  
Denis King  
Rona Finlayson  
Geoff Angell  
Carole MacBride  
Rosie Mann  
Douglas Walker

**2. Apologies for Absence:**

Ted Tracey-Bower  
Jane Russell

**3. Opening Prayer and Welcome**

Christine said an opening prayer and welcomed the attendees to the meeting.

**4. Minutes of September 3<sup>rd</sup> Meeting**

The minutes of the meeting held on September 3<sup>rd</sup> were approved. These will now be displayed in the hall and on the website.

**5. Matters Arising from Previous Meeting:**

Arrangements for the painting of the Douglas Hall are progressing as per the plan. This should be complete before the next Vestry meeting.

Christine and Rona tested out the Audio System at Sunday Service but found that they were still encountering feedback issues. It was agreed that the company previously recommended by Ted, Sonic Lodge, be brought in to see if they can improve the working of the system. Christine will be on site when Sonic Lodge attend to demonstrate the problems which are occurring.

A car park plan is now available and is being made available to wedding couples and people who are considering renting the hall. Thanks to Ben for creating this.

**6. Away Day Progress :**

It has not been possible to arrange a facilitator for a congregational meeting on same sex marriage prior to the AGM. It was agreed that in the interim a survey be created and distributed to the congregation in order to get a feel for the congregation's thoughts on the matter and to understand any concerns about it. This survey would be anonymous.

## **7. Other Matters from Christine:**

It was brought to our attention by John Helliwell that a gravestone in cemetery had been in a dangerous state and that John had laid it flat. Plans will be made to restore it to its previous state. As it is a gravestone from the 19<sup>th</sup> century the cost of this will be paid from the legacy fund. A cemetery committee consisting of Christine, John Helliwell, and Ben Bright has been set up to deal with any cemetery related matters.

After discussions with Ratho Primary school St Mary's has awarded them £700 to assist with their Opportunities Fund.

A Canon 31 application is to be created to allow St Mary's to site a Peace Pole on the main driveway to the Dalmahoy Hotel. The proposed location is close to the entry where the archway entrance has been created. Carole pointed out that there were two trees in that area which she felt were in a dangerous state due to the ground that contains their roots eroding. Lord Morton will inspect them and give advice as to who is responsible for them.

After discussions Sunday Circle is being revamped and will not be running every week. Starting in January in months where there is a 5<sup>th</sup> Sunday a meeting will be held in the hall with Christine present. In the other months outings will be arranged for the young people.

Work will begin on reorganising and agreeing the remits of a number of roles and committees at St Mary's. The result should be a streamlining of the way we function with clearer roles and responsibilities with less duplication of effort.

## **8. Treasurer's Report**

Gavin distributed his report which showed the end of September balance in the General Account as £35,469 (£29,265 of this is in unrestricted funds). He pointed out that the September stipend payment of £2,390 had not been taken due to end of month being at a weekend. The Triodos Account stands at £1,129 and the St Mary's Trust Account £14,211. The value of St Mary's investment in the SEC Unit Trust Pool on August 31<sup>st</sup> was £53,777.

A discussion entailed as to whether there was a wish to invest more of the monies held in the General Account with the aim of it accruing some financial benefit. It was agreed that a further £10,000 would be allocated to this. The SEC Unit Trust Pool was highlighted as the probable best option for this investment. As there was some concern regarding the risk of the unit price dropping Douglas agreed to look at whether there were other options that held no risk.

An Independent Examiner is still being sought to 'audit' the annual accounts. Some suggestions were made. These will be followed up.

## **9. Fabric Report:**

Carole had circulated her report before the meeting which addressed a large number of items which had been completed or progressed in September. These were :

- The annual PAT testing had been completed as a result of this the convector heater in the vestry had been condemned. A new one will be purchased.
- The dehumidifier in the vestry is leaking water over the carpet. John Blaber will be asked if he can work out what the problem is and fix if possible. Should this be unsuccessful a new dehumidifier will require to be purchased.

- Two broken windows at the east end of the church have been replaced. These were not the stained glass ones but plain outer glass windows.
- The Rectory chimney has been swept.
- There are some floorboards in the hall that have pieces splintered off of them. Eddy Goodfellow has inspected them and advised that they cannot be replaced but filling with a wood filler can be attempted.
- The outer doors of the Douglas Hall will be replaced. The Douglas Trust will meet the cost of these new doors.
- An automatic opening system for the Douglas Hall outside door is being considered.
- Ben has cut back all the vegetation on the church side of the Douglas Hall.
- External maintenance work on the Douglas Hall has been started and is progressing.
- The septic tank at the Rectory needs a replacement cover. The Douglas Trust will pay for this.
- Due to the planning for the painting of the Douglas Hall taking up so much time getting quotes for insulation of the Rectory has not been progressed.
- Draft proofing of the Rectory internal doors will be addressed.
- The stonework on the Rectory requires considerable repointing work. This has been previously mentioned in Quinquennial Reviews. This will be planned along with the work required on the west wall of the Church.

Finally Carole informed us that the Gardening Group has ceased to exist although some ad-hoc work is still being carried out. The main item requiring people to commit to is the weeding of the paths which Carole would like to split between a group of people who would each tend to a specific area.

#### **10. Hall Committee Report:**

- The St Scruffs Dog Show will take place alongside the Animal Blessing Service on October 7<sup>th</sup>.
- A Clearance Day for the outside of the Douglas Hall is being arranged.
- Plans will also be made to advertise the hall once the painting has been completed.

#### **11. Vulnerable People Report :**

Caroline reported that all members of St Mary's who require PVG accreditation are now covered. Christine had attended a meeting on the subject of Protection Children and Vulnerable Adults. This was a follow up to a survey which had previously been filled in. Donald Urquhart, who is the Provincial Officer on this subject, is to be invited to come and present to the Vestry.

#### **12. Lay Rep Report :**

There was nothing to report.

#### **13. AGM:**

- The AGM will take place on Sunday November 18<sup>th</sup>.
- All reports to be with Paula for collation by October 31<sup>st</sup>.
- The reports will be mainly sent out by email. However a number of paper copies will be made available for those who do not use email.
- Posts to be filled are Rector's Warden, People's Warden, and at least one elected vestry member. Christine has asked Rona to take on the position of Rector's Warden and Rona has agreed to do so.

#### **14. AOB:**

- The poppies that a number of congregation members have been knitting require to be sewn into two 'falls'. Rosie will arrange a date for people to come together to do this.
- The path from the car park/hall to the church is not easy to negotiate, especially at night, due to it being uneven. Options for correcting this will be considered.
- The Charity Christmas Card will be designed this year by Holly Davies. An article will be placed in the next edition of In Touch to make the congregation aware of the Christmas card and its purpose..
- A thank you letter from the Mission To Seafarers acknowledging their gratitude for the knitted items that have been sent to them had been received. Christine has tried to arrange a Sunday when they can come and talk with St Mary's but so far no date has been suitable.

#### **13. Date of Next Meeting:**

The next vestry meeting will be held at 7.30pm on **November 12<sup>th</sup>** in the Douglas Hall. Note Christine will be on holiday on November 5<sup>th</sup>. Therefore meeting is a week later than normal.