

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

**Minutes of the Vestry Meeting**

**6<sup>th</sup> August 2019**

**1. Present**

Rev. Christine Downey  
Gavin Craig  
Denis King  
Rosie Mann  
Ted Tracey-Bower  
Carole MacBride  
Ella Henderson  
Jane Russell  
Margaret Chill  
Rona Finlayson  
Ben Bright (for Hall Roof and Rectory Sewage issues only)

**2. Apologies for Absence**

Lord Morton  
Douglas Walker

**3. Opening Prayer and Welcome**

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

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

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

**5. Matters Arising from Previous Meeting**

The minute of the Congregational Meeting held on June 23<sup>rd</sup> was accepted.

Denis had contacted the Diocesan Office and Diocesan Registrar regarding getting the Bishop to sign off the proposed Constitution change. This had led to the Registrar suggesting some small amendments that would make the document read more clearly. These will be made. A second Congregational Meeting will be held on Sunday August 18<sup>th</sup>, as per the set down process, to ratify these changes.

**6. Other Matters from Christine**

Ben updated the meeting on two subjects:

- The roof of the Douglas Hall needs repair in a few places on the church side where some leaks are being encountered and also on the roof ridge where there has been occasions of concrete falling off. The roof has been inspected and the possibility of retiling the full roof considered. This would be estimated to cost £36,000-£55,000. The Douglas Trust could not fund all of this. Therefore if it were to be progressed a large fund raising project would have to be initiated.
- There are still serious problems with rats and the sewage in the area around the Rectory. A lot of these problems are caused by issues with the Ratho Park sewage system which, in bad weather, will over run onto St Mary's property and into the old well that exists there making a perfect environment for rats. Ben has done a lot of investigation into this and has been in touch with Scottish Water and S.E.P.A regarding it. He is also arranging a meeting with Councillor Sue Webber to discuss it and to get advice on how the issues should be progressed.

Although these problems have been raised verbally with the Ratho Park there has been no real feedback from them. It was agreed that our concerns should be raised with them in a strongly written letter. Denis will write this and a mailing list will be agreed.

- Christine indicated that Paula will be leaving the Administrator role in the near future. The position will be advertised via Facebook and through word of mouth. It was agreed that the current 6 hours spread over two days a week was still sufficient. However if more hours were required at times during the year (e.g. AGM) Christine could authorise.

## **7. Treasurer's Report**

- Gavin distributed his report which showed the end of July balance in the General Account as £19,378 (£3,231 of this is in unrestricted funds). The St Mary's Trust Account stood at £9,981. The value of St Mary's investment in the SEC Unit Trust Pool on June 30<sup>th</sup> was £56,942.
- As agreed at the April meeting an instruction to withdraw £10,000 worth of units from the Unit Trust Pool was raised. The money from this appeared in the account during June. There was a small profit from the £10,000 which was invested earlier in the year.
- Gavin referred to the policy that St Mary's has adhered to for a number of years where St Mary's pays the Gift Aid for donations to charitable appeals up front. This is then reclaimed when the half yearly submission to HMRC occurs. The result of this is that St Mary's is out of pocket for at least a few months. The amounts are reasonably small but as finances are currently tight Gavin felt that the policy needs to be reviewed. This was discussed but no final decision made.
- A review of St Mary's Charitable Giving for the financial year was held. On top of the donations that have previously been made payments of £500 to both L'Arche and the Papua New Guinea Trust (to sponsor an ordinand) have already been approved by vestry and will be actioned in August. Gavin reported that this would leave £1,700 to be allocated this year in order for St Mary's to meet its target to donate 10% of congregational giving to charities. The meeting agreed to send £500 to The Brock in Broxburn (Wood and Craft centre for people with chronic mental health issues) and £300 to Simba (Simpsons Memory Box Appeal). This will leave £900 to be allocated. The congregation will be asked to nominate charities which might benefit from a donation. The possibility of donating to local schools will also be considered. A final decision will be made at the September meeting.

## **8. Fabric Report**

Carole reported that:

- The work to clean and polish the Douglas Hall floor was complete.
- It had been reported that the ramp outside the Douglas Hall door was slippery when wet. This will be addressed.
- A congregation member had reported that the loop system was not working for them. This may be to do with the type hearing aid that they have. The company that installed the sound system will be asked to check.
- A new radiator will be installed to replace the one that is leaking.

## **9. Hall Committee Report**

Rona reported that the Hall Committee had held its second meeting of the year. Proposed upcoming events are :

- Ceilidh
- Schools choir festival
- Celebration lunch on August 25<sup>th</sup> as a farewell to Paula and also for Ben's upcoming 60<sup>th</sup> birthday.

The inventory for the church is complete. One is now being scheduled for the hall.

The possibility of using Google Calendar to record events in is being investigated. This would allow people with authorised access to be able to see what has been booked.

#### **10. Lay Rep Report**

Nothing to report.

#### **11.PVG Report**

No incidents had been reported.

There is a requirement to update the website to allow for screen readers also access from mobile phones. Christine will discuss with John Blaber.

#### **12. AOB**

Ted suggested that a Christmas card from the congregation is created and sent to Dole Primary school this year in recognition of our Mary's Meals link. This was thought to be a good idea and will be progressed.

Christine is going to set up training for parish visitors. This should ensure that all who wish to get visits will receive them.

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

The next vestry meeting will be held at **7.00pm on Monday September 2<sup>nd</sup>** in the Douglas Hall. Ella will take the minutes.