

ST MARYS EPISCOPAL CHURCH, ABERFOYLE

Rector: Revd. Canon Richard Grosse

www.stmarychurchaberfoyle.org.uk

Charity Registered in Scotland: SCO23266

Minutes of Vestry Meeting held in the Church Room On Friday 6th May 2016 at 7.30pm

PRESENT: Richard Gross (Rector and Chairman), Mark Seymour (Secretary), Susan Forsyth, Christopher Roads, Nick Cooke, Jean Sykes, Margie Stephen, James Gardner

1. WELCOME AND PRAYER The Rector opened the meeting with a prayer. He thanked members for their reports
2. APOLOGIES Alastair Gardner (Treasurer) and Anne Winther
3. APPROVAL OF MINUTES OF VESTRY DATED 29TH JANUARY 2016

Vestry approved these and they were signed by the Chairman.

4. MATTERS ARISING - none

5. FINANCIAL REPORT

In the absence of the Treasurer the Report already circulated to Vestry members was presented by the Secretary.

Legacy from Charles Brown - It was explained to Vestry that St Marys has received £5,000 from his estate which was very much appreciated. Discussion took place as to whether this could be used for installing the flood lighting to the Church. It was agreed that revised estimates should be obtained. MARK SEYMOUR

Vestry approved the draft policy on legacies already circulated. MARK SEYMOUR

Results of Stewardship Campaign - This is still ongoing but the annual income is expected to increase by £3,780 from

contributions/commitments so far received, which was very encouraging. Discussion took place regarding Jean Sykes contribution - which is very much appreciated - for playing the organ. She agreed to drop the Secretary a note in this regard. The Secretary agreed to prepare a draft piece for St Marys Bulletin to remind the congregation about the Stewardship Campaign. MARK SEYMOUR

Church finances are in good shape at present, mainly due to the recent Legacy received. Nick Cooke reminded Vestry that we still had an outstanding loan to pay back.

Smith and Williamson Agreement - the Secretary and Treasurer have signed and completed the new form of client agreement required by Smith and Williamson, and this has been submitted.

Eco Congregation Report - The Report had been circulated to Vestry members. Christopher Roads and Nick Cooke reported on their meetings with the Diocese regarding a possible grant/loan for new heating system and pew cushions. Vestry endorsed this action and for a costed and more detailed programme be submitted to Vestry for approval prior to submission of the Canon 35 application. It was also pointed out that funding may be available from the Big Lottery Awards for All scheme. CHRISTOPHER ROADS, NICK COOKE

6. SECRETARYS CORRESPONDENCE

The Robert Sutherland Legacy was discussed and the Secretary informed Vestry that the Diocese had agreed to provide the information requested by Vestry.

The Secretary announced that a Church Census was to take place on 8th May and forms would be in Church on that day to be completed by the congregation. MARK SEYMOUR

7. CONCERTS AND EVENTS

Concerts - A report had been circulated to Vestry. Christopher Roads then went over the main points and stressed that the objective of these concerts must be to make money.

He asked the Rector to ask for Volunteers for the Front of House Subcommittee in the Weekly Bulletin. RECTOR

Christopher Roads explained that his Promoters Subcommittee ie Christopher Roads, Alan Clarke and Mary-Clare Brown had already signed up artists for monthly concerts/talks for the rest of the year. Christopher Roads agreed to email the Secretary with this information for promotion on the website. CHRISTOPHER ROADS, MARK SEYMOUR

Summer Fete - 18th June. A report had been circulated to Vestry. Susan Forsyth reported that all was in hand for the event and discussion took place as to whether we should invest in a promotional banner to be used for the Fete and possibly for concerts. The Rector has agreed to advertise the event in the Weekly Bulletin and also to ask for contributions to St Marys stalls from the congregation.

8. THE MILLER WINDOWS. It was explained to Vestry that David Miller is lending, on long term loan, 2 stained glass windows which were in his late grandfathers church in Bridge of Allan. These were designed by Herbert Hendie. Rainbow Windows are advising on the frame and back lighting. They could be placed either side of the West Window or on the North and South walls close to the first two windows. Studs would be required to hang the panels and Nick Cooke felt that we should keep the Diocese about our intentions.

9. AOCB - none

The Rector thanked all for attending and for all the hard work put in by member of the Vestry in producing reports etc.

10. DATE OF NEXT MEETING -

Please Note - the next Vestry meeting is now to be held on Friday 15th July

The Rector closed with a Prayer, and there was a vote of thanks to the Chair.

St Mary Vestry Meeting– 1st May 2016

Treasurer Report

Headlines

- Balances of £10,053 and £2,227 in the two accounts at end April 2016
- Stewardship campaign :
 - Increased annualised giving of £3,780 pledged so far
 - One-off donations : £700
 - Some incremental / new monthly payments starting to be received in Mar and April 2016
- New Legacy from the estate of Charles Brown - £5,000
- St Andrew agreed to increase monthly giving to £1,338 from £1,200 after true up after last financial year end to cover 40% of Rector /Rectory expenditure. Payment of £2,484 received in March 16 covering the £138 per month for 18 months (back dated to October 2014).

Actuals year to date

The table below is based on an extract from on-line banking where I have summarised the total income and expenditure by month for the financial year (up to end April 2016).

Month	Expenditure	Income
Oct Total	£5,733.52	£4,351.23
Nov Total	£5,059.58	£8,601.61
Dec Total	£4,705.04	£4,230.13
Jan Total	£4,972.35	£4,553.04
Feb Total	£4,362.87	£3,758.81
Mar Total	£4,264.72	£10,936.06
April Total	£3,857.12	£4,563.00
Grand Total	£32,955.20	£40,993.88

Stipend & Pension – running at £2,956 per month

Quota – now running at £588 per month

No council tax in March or April - will re-commence in May - £234 per month

Insurance payments now complete (DDs run for 5 months Nov-Mar)

Outstanding items:

1. One Electricity bill outstanding (only one DD went through in March 16 instead of usual 2 for Rectory and Main Church building). Under Investigation.
2. Independent Examiner yet to invoice for work done in Nov/Dec 15 – reminder issued. Budgeting £275 as per previous year
3. No invoice yet received for Garden Services (Henderson) – usually received by now (budgeting £580 as per previous year)

Expenditure

January

- BT - £139
- Clergy Conference £105
- CCLI (copyright licence) - £106
- Cleaning - £45

February

- Cleaning - £65
- Stationary (Viking) - £142

March

- Electricity - £139
- Cleaning - £45
- Stirling Fire Protection - £79 (significant saving of over £100 on previous arrangement)

April

- Hayes & Finch - £15
- Cleaning - £35
- BT - £139

Income:

- J&H Mitchell - £78 (Feb) and £7 (April) - unclear why April is only seven pounds.
- St Andrews catch up payment - £2,484 (March)
- Chares Brown legacy - £5,000 (March)
- Smith and Williamson - £555.27 (March)

Investments update

Latest statement from Smith and Williamson (11th April 2016) gives the value of our Investment at £46,825. Projected annual income £2,003. The £555.27 payment in March 16 reflects a reasonable increase on the previous quarterly payment last December 15 which was only £361.51.

My apologies for not being able to attend the May vestry meeting, but I trust this report gives an adequate summary of the financial position.

Alastair Gardner

Treasurer

St Mary's
Legacy Policy

April 2016

Letters of thanks to go to family of Donor from Chairman/Secretary/Treasurer – within 14 days of notification of Legacy

Chairman/Secretary to try and meet Donor family as soon as convenient

Underlying principal – always try and find something specific to fund or buy – eg new hymn books, an artefact, a specific project etc – so that the Legacy is not just used to support day to day expenses

For sums

Between £0 and £1000 - Legacy to go into general fund, unless family has expressed a wish for a specific gift, or unless some immediate purchase of something worth while can be identified OR to go into investment pool ?

Between £1000 and £2500 Legacy to go towards investment pool, to help provide additional income in the future, unless a specific project can be funded

Above £2500, Legacy always to be spent on specific capital project

A register of Legacies and what spent on to be kept by Secretary/Treasurer

Sums not going into the investment pool to be ring fenced in the Treasurer's books until used on 'the project'

By CMS

27 April 16

Approved at Vestry meeting 6th May 16

REPORT TO ST MARY'S VESTRY OF THE ECO-SUBCOMMITTEE: 4th May 2016

1. The Sub-Committee has been considering potential sources of external funding to implement the measure identified in the Interim Report discussed at the last Vestry meeting.

2. CR can report further on the details of his correspondence / conversations with Resource Efficiency Scotland / KSB, but these have not identified any immediate source of grants. It transpires that the terms of RES support exclude the installation of a new alternative energy source into a community building. The possibility of applying to the Scottish Climate Challenge Fund under its 2016-17 funding round was quickly discounted on examination of the conditions that apply and the very short 'window' for submitting an application.

3. On a far more positive note, the Rector, CR and NC had a very constructive meeting at St Mary's on 27th April with three representatives of the Diocesan Buildings Committee, i.e. the Dean, John Ferguson-Smith and Neil Gaunt. JF-S is also Convenor of the SEC Provincial Administration Board, which is taking over future responsibility for a re-organised SEC Buildings Grant Fund and Buildings Loan Fund under a dedicated Building Grants Group, which is being set up subject to formal adoption of revised Canons under the Digest of Resolutions to be discussed at the forthcoming SEC General Synod. Significantly, the Resolutions encompass the new Fund covering all church property including rectories ('parsonages') which is highly relevant to St Mary's situation.

4. Once approved by General Synod, the new SEC Building Grant and Loan system will come into effect from 1 November 2016. Individual charges will be able to discuss potential applications with their Dioceses in the interim period.

5. On the basis of our meeting, we would propose that St Mary's Vestry should submit three separate Canon 35 applications to the DBC, with the possibility that these could also form the basis of SEC Building Grant or Loan applications at a later date. These all relate to specific issues raised in our Interim Report to Vestry in January and will cover:

- (a) installation of an air source pump with heat exchanger on the north wall of the Church Vestry room and removal of the existing convection heater;**
- (b) provision of a more energy efficient heating system in the main Church, probably involving the removal of the existing night storage and pew heaters and replacement with a KovoSchmidt pew- cushion heating system and uprating of the existing wall mounted ceramic heaters.**
- (c) installation of loft and external wall insulation and double glazing in the Rectory.**

We would also propose that, as a separate exercise, Vestry should consider installing a gas fired condenser boiler for the Rectory hot water and heating system and retain the existing oil-fired Rayburn unit for cooking purposes only.

REPORT FOR VESTRY MEETING

ST MARYS CHURCH FETE

SATURDAY 18th JUNE 2016 - 12 noon to 4 pm To be held in the Tourist Office, Main Street, and outside at the back

Stalls/Tables people to pay £10 for a table- like car boot sale - then voluntary contribution to St Marys from their takings

Bric a bac, Books, Jams, cakes, produce etc Art Table - contributions from local Art groups Pottery - Iona Cowderoy Upholstery - Colin Johnson - Richard to contact Stuff for youngsters - teenagers ? Aberfoyle Primary/play group - Richard to contact Head Teacher

History Society Table - James Kennedy Chairman Green Routes Table - Charity at Gartmore House produces plants Fiona Brown - food/produce - we need to man the table for her Art by the Loch table - word maps - Diane Williamson

Helpers

Christopher and Elizabeth Roads

Judy Poulton

Melanie Grosse

Susan Forsyth

Susan to ask Katy Lamb to put flyer out to her email list

Richard to put details on the Weekly Bulletin and ask for donations to Church tables - baskets will be available at back of church for contributions

Christopher Roads - publicity in Stirling Observer and Strathard News Christopher and Elizabeth to organise: Guess the Weight of Cake.

Tombola - Elizabeth - ask Post Office, Deli, Woollen Mill etc for contributions

Lucky Dip with straws

BANNER x 3 - Christopher to organise

Any help on the day would be greatly appreciated!

Susan Forsyth

2nd May 2016

Report to Vestry dated 6 May 2016

CONCERTS

This report follows on from the report to vestry dated 27 Jan 16

Purpose. The reason for arranging a series of concerts is to contribute to church funds. This must be clearly understood.

Funding. Funding support will be sought from Enterprise Music Scotland (EMS) and, for organ works, the Scottish Churches' Trust (SCT). Because both organisations are charities chartered to support music "clubs", no profit will be made on these performances. However, the church will charge £200 for each performance to cover use of the venue, heat, light, insurance, and cleaning.

EMS. EMS is funded to £165,000 p.a. by the Scottish Government through Creative Scotland and will support concerts given by professional musicians. EMS can fund up to 35% of income or 60% of artists fees (+ piano hire). On average, EMS supports concerts to £3.20/seat. For successful clubs this may drop to £1 or less; for new clubs such as ourselves, it might rise to £8-9/seat. Most importantly, EMS will underwrite losses. EMS encourages clubs to be ambitious and take risks. Application for grants must be submitted by 16 May.

SCT. SCT also provides funding of up to £400 for any concert involving the organ. Grants are awarded for individual concerts.

Timing. St. Mary's will run regular concerts at 3 o'clock on the third Sunday of each month throughout the year except in December and during Lent. However, Alastair Savage cannot manage Sunday 19th June, so his concert will be on Sat 18th at 7.30, and we hope to sell plenty of tickets at the fete that afternoon. Also, Fèis Fhoirt cannot manage 3 o'clock on Sunday 17th July as they are playing at the Kinlochard Highland Games that day, but they will come on to play for us at 4 o'clock, and will promote our concert at the earlier "gig". Otherwise, we shall stick fairly rigidly to the timetable to develop the 'habit of attendance' amongst our audience.

Frequency. It is intended to run at least 10 concerts through the year, which will mean that we shall need to organise one or two extra, probably a small Passion in Lent, and possibly a small Messiah during Advent (but not to clash with the carol service).

Programme. The programme will be a well-structured, witty, and varied series of concerts to include, as well as chamber groups, folk and jazz groups, vocal groups, organ (+ accompanied), and the occasional lecture – e.g. Elizabeth Roads has offered to give a talk on local heraldry.

Outreach and Masterclasses. Both Outreach and Masterclasses are encouraged by EMS. Both activities support the church's claim of being a "Community Resource" and of "Casting the Net/Mission Action Plan". They will help to fill the seats, which is always a good thing.

Outreach. Concessionary tickets will be offered to local nursing homes, which is possible with afternoon performances. They will be responsible for their own transport arrangements. "Carers" will probably have to be admitted free.

Masterclasses. All performers will be invited to offer these, starting at 2.30, to some of the more senior pupils at Aberfoyle and other Primary Schools, accompanied by their parents. Free tickets will be offered, and distributed via the school music teachers. Again, this will help to get local people into the church.

St Mary's Aberfoyle Concert Draft Budget 2016

For an Average Audience of 70:

Income:	Tickets @ £12:	840
	Sponsors:	0
	EMS Funding @ £3.20/se	224
	Total:	1064

Expenditure:

Church (Venue) Hire:	200
Publicity:	40
Programme Notes:	20
PRS fees	14.88
Total:	274.88

Available for Artists' fees and expenses: 789.12