

**Minutes of Vestry Meeting held by Zoom Conference Call
On Friday 9th October 2020 at 7.30 pm**

Participants: Mark Seymour (Acting Chairman), Rev Canon Dr Alison Peden (Interim Pastor), Margie Stephen, John Willis, James Gardner, Alastair Gardner, Mary-Clare Brown, John Dymond, Elizabeth Roads, Susan Forsyth

1. Mark Seymour welcomed all to the meeting and Alison opened with a prayer.
2. Apologies: Judith Poulton
3. Approval of Minutes of Vestry Meeting on 10th July 2020 - these were approved and signed.
4. Matters arising from the Minutes: None
5. AGM - Discussion took place on whether to defer the meeting. It was agreed to have the meeting by Zoom on Sunday 6th December. Post meeting. Amended to Sunday 13th December 20

Mark Seymour proposed no changes to Vestry Membership for the next year until we get a new Rector. Vestry agreed.

He asked for suggestions for a new PVG Officer and Alternate Lay Representative to be given to him before the 2nd week in November. Post meeting. James gardener was elected Alternat Lay Rep in 2019 and has volunteered for the Post of PVG Officer. ACTION Secretary to Bring up at AGM

6. Remembrance Sunday Arrangements: Mark Seymour has been in touch with the Aberfoyle Church of Scotland secretary and a service it is likely will be held at the War Memorial in Aberfoyle on 8th December. Rev Bill Rootes has been asked to take a slightly longer service there with all restrictions in place because of Covid19. Vestry agreed to this proposal.

7. Richard Grosse Final Service 25th October - Bishop Ian will be attending and the service is now full to capacity. It will be a full Eucharist service. It was suggested that Margie Stephen read the Epistle, which she agreed to do. Mark Seymour to inform her of the reading. Mary-Clare Brown is organising the presentation of gifts to Richard and Melanie. ACTION Mary-Clare

8. Christmas 2020 - It was agreed there would be no carol service and that there would be a morning service on Christmas Day at 11.15am Bill Rootes has offered to take a Reserved Sacrament service if an ordained priest cannot be found. There will be a booking system put in place for those wishing to attend the Christmas Day Service.

9. Financial Report and Treasurer's Matters:

Alastair Gardner had circulated a spread sheet and Report regarding the current financial position during Covid restrictions, which is attached to these minutes. He explained that the new heating system had been paid for from grants and donations. Alastair explained that as we were not paying a stipend the overall situation at present meant we had approximately £2,000 income per month with £1,000 in outgoings, therefore the accounts are in surplus. He explained he was preparing the end of year accounts.

Mark Seymour thanked Alastair for his report.

10. Secretary's Correspondence and other matters:

Mark Seymour reported on the progress of the Rector discernment. He explained that there were 3 current applicants and 2 informal visits to the parishes have been arranged. The position is still being advertised and matters are moving on. Mark Seymour is to circulate information on & application forms from the candidates who have applied.

Mark Seymour explained that a Linkage Memorandum with St Andrews had to be prepared together with a new Constitution.

Update on Rectory Renovations: Mark Seymour had prepared a note which is attached to these minutes. He explained that the Linkage will apply for funding for the full cost of the renovations of approximately £75,000. If this is not forthcoming the renovation of the windows may be taken out, as this would save £16,000. The Linkage is to contribute 50% of the total cost.

Mark Seymour suggested that he informed the congregation of these proposals in the Church Newsletter.

11. Concerts and Events – Post Meeting Note

1. Concerts The risk assessment has been done and approval for concerts given by the Bishop. It merely awaits Scottish Government consent now
2. Business Forum. This continues as a virtual means of communications. Messages about Covid regulations and help come to Christopher from various sources including our Councillor which are then passed on to the participants in the Business Forum.

12. Fabric Matters: The work to remove the birds nests in the Bell Tower has been commissioned.

13. AOCB: Margie Stephen raised the point that humming hymns was not ideal and suggested that a Psalm is said. Mark Seymour asked her to discuss this idea with Bill Rootes. Susan Forsyth also suggested that we might investigate using a speaker to play recordings of choirs singing hymns during our services.

Alison Peden closed the meeting with a prayer and The Grace.

Mark Seymour thanked everyone for their time and closed the meeting.

Proposed dates of next Vestry Meeting: 15th January 2021, 16th April 2021, 9th July 2021, 8th October 2021 and the AGM on Sunday 5thth December 2021

AGM in 2020 13th December 2020

St Mary Vestry Meeting – 9th Oct 2020
Treasurer Report

1. Headlines

- Start of Financial year (as at 01/10/19)
 - a. Restoration Account - £2,227
 - b. Vestry Account – £ 13,980

- Current balances (as at 30/09/20):
 - a. Restoration Account - £2,227
 - b. Vestry Account – £ 15,295

2. Actuals year to date

The table below is an extract from on-line banking where I have summarised the total income and expenditure by month for the financial year.

Month	Debit Amount	Credit Amount
Oct Total	£5,288.59	£4,548.97
Nov Total	£6,535.31	£5,211.60
Dec Total	£4,923.47	£6,095.05
Jan Total	£5,066.72	£6,558.93
Feb Total	£4,671.53	£3,261.50
Mar Total	£4,649.27	£4,304.96
Apr Total	£7,796.36	£4,310.98
May Total	£1,932.88	£3,198.00
Jun Total	£1,675.25	£12,076.93
Jul Total	£2,012.44	£3,613.00
Aug Total	£1,267.04	£5,019.90
Sept Total	£21,605.54	£10,539.96
Grand Total	£67,424.40	£68,739.78
	Surplus Income	£1,315.38

3. Heating / Lighting donations/ grants

- Stirling Council - £750 (Sept 19)
- Donation : £2,550
- Grant : £1,500 (All Church's Trust)
- Donation : £500
- Donation: £2,000
- Grant from SEC Building Grants Fund : £8,000
- Scotland Church Trust £2,000
- Strathard Community Trust- £1,500

This brings the funds raised to date to £18,800 (before Gift Aid) against a target of £18,980 and with Gift Aid we have raised £20,062

[Donations of £5,050 can be gift aided providing a further £1,262 – Not yet claimed]

Main invoice paid : £20,376 inc VAT – VAT to be reclaimed.

4. Smith and Williamson / Robert Sutherland Investments Income

Smith & Williamson (St Marys)		J & H MITCHELL LLP (R Sutherland)	
Dec 19	£680.28	Dec 19	£244.42
Mar 20	£495.64	Mar 20	£301.32
Jun 20	£448.65	Jun 20	£182.08
Sept 20	£519.59	Oct 20	£340.41

At 31st Dec 19, our investments were £59,151.

At 31st August 20, our Investments were £52,834

5. Running costs in Covid

- Quota continues £495
- Council tax : £nil for six months
- Insurance £170 (church and Rectory)
- Broadband £67
- Cleaning £55
- Expenses (Rev William Rootes) - £110 per Sunday (for both Services at St Andrews and St Mary's)
- Electric – Rectory - @£6 a month (as Rectory empty)
- Electric – Church for Sept - £33
- Electricity on Smart meters – but not very smart as not transmitting the readings, so I'm reading the meters each month and uploading onto a portal each month!!. No more overnight storage heaters – night meter usage is zero.

St Andrews contributing £138 per month

Alastair Gardner
Treasurer

St Mary's

Briefing notes for Meeting of the Vestry – 9th October 2020

New PVG Officer and Alternate Lay Rep to be elected at AGM – Proposals please to Secretary who will speak to those nominated

Remembrance Sunday

At present the Kirk wants to have the usual service at the War Memorial at around 10.50 am. This to be extended from the very short service that we have had in the past few years. Proposed if this meeting agrees to ask Bill Rootes to conduct.

See Elizabeth Roads email of 5th October – already circulated

Richard Grosse Final Service 25th October – arrangements

Mark Seymour has been asked to give the usual welcome to Bishop Ian at the beginning of the service. He will introduce the Giving of the Gifts just before the final Hymn. See below

Giving of the Gifts to Richard & Melanie – see Mary Clare Brown's email of 4th October already circulated

Christmas 2020

Carol Service 2020 – Preliminary discussions with Bill Rootes held. Proposed that St Marys' do NOT hold a Carol Service this year

Christmas Day 2020 If an ordained Priest can be found, proposed to have a full Eucharist at St Mary's at 11.15am No other services on Christmas Eve or Christmas Day. Bill Rootes has offered to take a Reserved Sacrament if no Ordained Priest is found (but CMS is reluctant to ask him to do this – and at St Andrew's as well)

Progress Rector Discernment

We have two active applications. One in Zimbabwe and one in Bermuda. There are issues in employing anyone from overseas. Further applications expected (hoped for) from 3 further people, two of whom have arranged for informal visits to the two Parishes

Governance documentation. Linkage Memorandum. New Constitution. Both to be taken care of by the Secretary and St Andrew's before we appoint a new Rector

Update on Rectory Renovations

Your Secretary has had serious difficulty in getting the required number of estimates from Trades. At present the likely expenditure amounts to around £75,000. At a telephone conference earlier this week, it was decided by the two Treasurers to allow the Secretary to have preliminary informal conversations with the Provincial Treasurer to see how the grant application might be received should it be presented at that level. This before the formal grant application was forwarded through the Diocese during early December 2020. We might have to trim the proposed costs by removing the proposed renovations of the windows, thereby reducing the overall figure by £16000. The roof overhaul will be done before the winter.

Preliminary costs look like the following summary

		Preferred
Electrics - rewiring	12732	12732
Floor Sanding	1200	1200
Kitchen	9,820	9,820.35
Boiler	5784	7512
Plus Pressurised Water Tank	1728	
Bathroom & WC's	5844	£5,844.00
Repainting	4050	4050
Carpets & Floor Coverings	£2,545	£2,545
Skip Hire	400	400
Roof Overhaul	9000	9000
Window replacement	16700	
Total of preferred estimates submitted so far	69800	69803.35
Add contingency at 10%	6980	76783.685
Possible total	76780	

Fabric Matters

The Birds nests in the Bell Tower. Work on this scheduled before the winter