

# **St Anne's Parish Church, Corstorphine**

## **Minutes of Kirk Session Meeting on 30 September 2014**

### **1. Constitution**

The meeting was preceded by a short celebration of Holy Communion. The meeting was constituted with a reading and a prayer by the Moderator. There were 31 members present.

### **2. Approval of the subsequent order of business**

One extra item was intimated regarding the picture by George Lyall to come as last item. The second extra item was 'Choir Master' to be added as item 7(g). Items 5d) and 5e) on the agenda are to be interchanged.

### **3. Apologies**

Apologies were received from 16 members.

### **4. Minutes**

The Minutes of Kirk Session Meeting on 27<sup>th</sup> May were approved.

### **5. Congregational Business**

#### **a) Communion Arrangements**

Mrs Roz Gibson confirmed that arrangements for the October communion services were in hand.

#### **b) Carer Support Group**

The Carers Support Group launches on Friday 3<sup>rd</sup> October. They are hoping for a good start to the venture.

#### **c) Stewardship Campaign**

Mrs Lyn Chalmers gave an update on this. The Calendar of Events had been circulated. The Stewardship Booklet, along with an invitation to the Wine, Cheese and Popcorn evening on 29<sup>th</sup> November, is to be delivered by elders to members in their district. This should be done week commencing 10<sup>th</sup> November.

Session was asked to approve the serving of wine at the event on the 29<sup>th</sup>. **This was approved.**

It was agreed that there was no need to set a budget for catering. There would be no charge for this event but possible donations would go some way to covering the cost.

On Thursday 6<sup>th</sup> November there would be a Film Day with two showings of 'Sister Act', one in the morning followed by a soup lunch and a second in the evening followed by coffee and cakes. A list had been prepared for signing up for each showing to gauge numbers for catering. Again there would be no charge for this event.

Mr Nigel Hicks asked if we needed permission to show the film. It was stated that as we were not charging admission and it was not being advertised outside St Anne's we possibly would not require any special permission. Post-meeting: A film licence was subsequently applied for.

#### **d) Sale of Belgrave Halls**

Mr Malcolm Shanks reported on this. The site went on offer in June at offers over £350,000. There had been a lot of interest and 15 offers were received ranging from just over the asking price to

substantially over £500,000. The Management Team met and determined to instruct our solicitors to accept the highest offer which was subject to the purchaser obtaining planning permission within 6 months for a proposed residential development. Occupancy and payment would be within 15 days of this.

Mr Shanks will write to the Presbytery Clerk advising him of the current situation.

#### **e) Building Development Group**

Mr Shanks and the Moderator had met with a partner in LDN Architects. They are interested in designing a much less radical updating of the church premises than previously proposed. LDN were advised that our budget would be £500,000.

LDN have sent a Fee Proposal for the production of a development plan with the focus being on upgrading the existing building, centred around a more flexible Sanctuary space, upgrading toilets and kitchen, better storage, addressing accessibility and the energy efficiency of the building and services. They will look at a range of options for us to decide whether or not to include individual elements. The proposed fee for Architects, Quantity Surveyors and the Service Partnership would be a combined total of £4300 + VAT (£5160).

The design team aim to minimise the cost of this key piece of work on the understanding of the key objectives. LDN state that the previous work they did will be helpful and propose that a briefing session combined with a building visit to refresh their memories would be a good starting point. If it is helpful LDN could consider delaying their invoice until the site sale is concluded.

Mr Shanks proposed that the suggested fee is a good price and asked that Session agree to this so that we can start moving towards our redevelopment. **Session approved this request.**

One area of redevelopment that cannot be delayed further is the replacement of the outside notice boards. They are literally falling apart and are no longer fit for purpose. Mr Shanks asked that permission be given to the Fabric Team to urgently investigate replacing the current 4 boards (one on Kaimes Road, two on St John's Road and one at the Belgrave Road entrance with 2 3-section boards, one on Kaimes Road and one on St John's Road, and that funding would be from our Development Plan monies. **This was approved by Session.**

#### **f) Manse Latest**

The required upgrading as itemised in the Fabric Team Report has now been completed. Umega are arranging for a Green Deal Survey to be done and also a Legionella Control Risk Assessment as this is required by new rules governing LET properties.

The Manse is currently being marketed 'To Let' for a rental of £1600 pcm. An up to date Gas Certificate will be procured when a tenant is found and a professional clean will be done prior to entry. Umega will charge a management fee of 9% as letting agents, which is a very reasonable fee.

#### **g) Outreach and the Outreach Fund**

Mrs Janet Hicks explained the origins of the Outreach Fund. Local outside groups or someone with a connection to the congregation could apply for funding for a project. St David's Broomhouse had been a regular recipient in the past. It was agreed that it was time to review the Outreach Fund and its purpose. Session need to agree to the terms.

It was suggested that Charities and Outreach could be run together. The Moderator suggested we nominate three funds each year to support, one local, one national and one international. It was suggested that there would not be sufficient money to reasonably support three charities. Perhaps we could stick to two, one local and one national/international. Traditionally money from the Christmas Services and from the Sunday Coffee went into the Outreach Fund. This topic needs to be seen in the context of us as a charity. **Action: This requires further discussion.**

#### **h) Concerts in St Anne's**

The next concert in the Corstorphine Music's 'Concerts by Candlelight' series is on Saturday 4<sup>th</sup> October in St Anne's performed by Athenaeum Winds. This will be followed by the Rose Street Quartet performing 'Music for Christmas' in the Old Parish Church on Friday 5<sup>th</sup> December. Hazel Kelly is well ahead with plans for the next group of concerts.

The Moderator had received an email from the West Bend High School Orchestra, USA, who had previously performed here, asking if they could perform a concert in St Anne's on the evening of Sunday 29<sup>th</sup> March as part of their 5<sup>th</sup> Scotland Concert Tour. **This was agreed.**

## **6. Reports**

### **a) Presbytery Elder**

In the absence of the Presbytery Elder the Moderator reported that there was nothing that was of concern to St Anne's from the Presbytery meeting.

### **b) Management**

The Management Team met on 18<sup>th</sup> and 22<sup>nd</sup> June and 17<sup>th</sup> September to plan for the year ahead, discuss the Belgrave bids and to plan for this meeting. Everything discussed is covered by other items in the agenda for this meeting.

### **c) Fabric**

1. Session receives the report. (Attached)
2. Retrospective approval was given for the redecoration of the front bedrooms and inside the cupola of 23 Belgrave Road for a cost of £820.
3. Retrospective approval was given for the purchase and fitting of a new carpet in the small front bedroom for a cost of £226 and repair of the lower bullnose step of the staircase at a cost of £15.
4. Permission was given for the expenditure of up to £1,000 on the redecoration and re-carpeting of the Session Room. It is expected that the cost will be much less than this.

### **d) Parish Mission**

1. Session receives the report. (Attached)
2. The Parish Mission team were complimented on the Autumn Leaflet
3. Distributors were thanked for their efforts in delivering this.
4. Session approved the changes to the frequency of the magazine and the introduction of an interim newsletter (see discussion).
5. Thanks were extended to those who support the Struan Lodge services.
6. St Anne's association with the Food Bank was noted.
7. Approval was given to continue to investigate costs of outsourcing printing of our publications and prepare comparisons with in-house printing costs.
8. Ross Lyall was complimented on our revised website.

Discussion on magazine: The reasons for suggested change in frequency were preparation time and printing costs. Concentrating the main magazine into four editions would make it a more streamlined and worthwhile publication. The question of why it should be four per year was asked. This was to match with the seasons and important times in the Church year. Concern was expressed about the possible content of the newsletter. We must ensure that those housebound are catered for as they rely on the magazine to know what is going on in St Anne's.

Discussion on website: Ross could provide figures for number of 'hits' on the website if required. The password for the 'Elder's Area' was explained. Papers for Session meetings would be on the website.

### **e) Worship and Education**

1. Session receives the report. (Attached)
2. The arrangements for services until Souper Sunday (11/01/15) were noted. The Team will be seeking new speakers for this service.
3. The Session noted and commended the success of Messy Church, the next one being planned for February 2015.
4. The Session noted that under 5's will not attend the act of Remembrance and thanks staff who will look after them.
5. The Session agreed the recommendation for the Summer Services with the exception that after discussion it was agreed that coffee should be served after the service, not before.
6. The Session agreed the recommendation for the Advent Study course.

7. The Session commended the excellent work of the Sunday School team and thanked them for their diligence.
8. The Session noted the dates the children will be in church for a full service.
9. The Session noted the concerns regarding the future of the Seniors and offered support for the recommended course of action (see discussion).
10. The Session agreed to support the work of the Sunday School further through the acquisition of new resources as outlined.
11. The Session noted the continuing work of Corstorphine Churches Together and agreed to support the Minister in endeavouring to build links with the other churches in our community. The joint service at the Old Parish on 5<sup>th</sup> October was intimated.

Discussion on Seniors: The future of the Seniors was of serious concern. The Minister had been meeting with the Seniors once a month. However with some moving on to University there were now only a very few young Seniors. The Minister was on his own and felt this situation was not ideal. There was no energy or core of people attending. Feedback from parents seemed to indicate that the young folk wanted more active pursuits which were more suited to a youth worker. Should it be on another evening? Young folk now have so many other things on. We need younger adults to be involved with the Seniors. Miss Frances Tennant asked if the Minister could teach some people who could then support him. There was a suggestion that maybe this could be taken to Corstorphine Churches together.

**Action: There needs to be further discussion on this issue as the current situation is no longer sustainable.**

## **7. Moderator's Items**

### **a) Team Remits**

The Management Team had suggested the following changes. These were all agreed.

1. Worship and Education Teams will work as a joint team with the Moderator as Convener and Miss Kath Palmer as Deputy Convener.
2. Mrs Anne Ritchie would take over as Convener of the Fellowship Team from Mrs Carol Robertson.
3. Worship and Education would take over responsibility for Struan Lodge and Corstorphine Churches Together from Parish Mission.
4. Finance would take over responsibility for the Outreach Fund from Parish Mission.
5. The FAN Club and Carers Support Group would come under the wing of Parish Mission being recognised that these are self-governing groups run by the church.

### **b) Duty Teams**

It was agreed that there should be a deputy leader for each team. Being a team leader should not be a life sentence. Team leaders should be allowed to demit their role if desired.

### **c) Five-Year Plan**

The Five-Year Plan should to be a rolling plan which is reviewed and updated annually. It was proposed that the Moderator should start thinking about the short, medium and long term aims to get this underway. **This was agreed.**

### **d) New Elders**

To date Mrs Maxine Grant and Mrs Deborah Zuckert had both agreed to become elders. There were other conversations on-going.

### **e) Long Service Awards**

Elders were asked to intimate the year they were first ordained whether here at St Anne's or at a previous church. It was noted that Mr Jim Gay had first been ordained in 1959, Dr Derek Doyle in 1963 in South Africa and Mr Derek Whigham in 1963 in New Zealand. This was to ensure that long service awards were appropriately awarded.

### **f) Leave dates**

It was confirmed that the Minister would be on leave from 17<sup>th</sup> - 25<sup>th</sup> November.

### **g) Choir Master**

It had proved difficult to recruit a suitable Choir Master, possibly due to the small salary and small choir. Mr David Stewart intimated that he would be willing to continue as he is doing now, acting as both organist and choir master on condition that it was a flexible arrangement with either side being able to discontinue the arrangement if wished. Mr Stewart left the room.

The choir members were very happy with Mr Stewart as both organist and choir master as his commitment, knowledge and skill were invaluable. Thanks were expressed to Mr Stewart for his dedication. **This proposal was approved.**

## **8. Admin Matters**

### **a) Engaging Communities**

There is a one day conference to be held on 29<sup>th</sup> October at St Andrew's Church, Musselburgh. This is to encourage us to relate better to our communities and understand how communities work.

Anyone interested in attending this event should let the Session Clerk know.

### **b) Dates of next meetings of Kirk Session**

i) The next meeting will be on Tuesday 25<sup>th</sup> November

ii) It was agreed that we would change to Wednesday evening for subsequent meetings.

The dates agreed for 2015 are:

- a) Wednesday 28<sup>th</sup> January
- b) Sunday 1<sup>st</sup> March (to approve the Accounts)
- c) Wednesday 25<sup>th</sup> March
- d) Wednesday 3<sup>rd</sup> June
- e) Stated Annual Meeting – Sunday 29<sup>th</sup> March

### **c) Painting**

The painting by Mr George Lyall had now been retrieved from Corstorphine Hospital. It was originally donated to Beechmount Hospital by Mrs Lyall in memory of her late husband who was for several years the organiser of the St Anne's Car Service to Beechmount Hospital.

## **9. Adjournment**

The Kirk Session meets again on 25<sup>th</sup> November. The meeting closed at 9.05pm with the Grace.