

Minute of Meeting of the Kirk Session of St Anne's Parish Church
Held on Tuesday 8th April 2014
At 7.30pm in the Guild Room.

The Kirk Session of St Anne's Parish Church met on Tuesday 8th April 2014 at 7.30pm in the Guild Room. The meeting was duly constituted with a reading and a prayer by the Moderator, Rev Jamie Griggs.

There were 31 members present with apologies from a further 12.

1: Minutes of Meeting of 19th, 26th and 28th January and 2nd March 2014.

The Session duly approved the Minutes of the following meetings which had been circulated in advance :-

- 19th January
- 26th January
- 28th January
- 2nd March

No amendments or corrections were made.

There were a number of matters arising :-

A: Post of Joint Session Clerks.

The Moderator advised the meeting that Mrs Chalmers and Mr Shanks had agreed to become Joint Session Clerks. They would take the necessary oath at a future Session meeting as Mr Shanks was presently on holiday. The Moderator explained that it was also now intended to record Session meetings to assist with the production of the Minutes. The Church Administrator would prepare the Minutes from the recording and the Session Clerks would then refine them.

The Moderator paid tribute to the work and service of Mr Ditchfield and Mr Yelland in their respective roles and the Kirk Session duly thanked them.

B: Post of Choir Master.

Mr Stewart reported that there had been no applicants for the vacant post. It was agreed that the matter required further consideration; the Session thanked Mr Stewart for continuing to stand in and lead the choir in worship.

C: Outreach and the Outreach Fund.

It was noted that there were no papers for this matter which had been continued since the November 2013 meeting.

It was agreed the matter should be discussed at the next meeting with a view to considering nominating a local, a national and an international charity where outreach fund raising might be focussed for the year. It was observed this linked into the Stewardship campaign to an extent.

D: Stewardship Campaign.

The Moderator advised the meeting that a meeting had now been arranged with the Stewardship advisor from the Church of Scotland for Wednesday 14th May at 7.30pm in the Guild Room. The Moderator reminded the meeting that it had been agreed that each team should send a member to the meeting to discuss how the campaign might be taken forward in the autumn.

2: Communion Arrangements.

In the absence of Mrs Morison who was on holiday, Mrs Bishop confirmed that the Communion arrangements were in hand for both Maundy Thursday 18th and Easter Sunday 20th April. She asked Elders to ensure that those who they visited were made aware that Communion was on the 20th rather than the 27th and that there was no Wednesday evening Communion service.

Mrs Bishop also indicated that Mrs Morison was due to stand down as Communion Elder and that she wished the Kirk Session to be aware that she had found it a very rewarding experience. She asked that any elder approached to take over the post should consider it very carefully. The Moderator highlighted the importance of the post to the life of the church and urged those present to consider whether they might take the post on.

The Moderator also highlighted the Communion service following the Maundy Thursday supper and asked those planning to attend to sign up on the notice on the notice board in the corridor so that numbers would be known.

3: Carers Support Group.

Following discussions around the parish profile at the Session meeting on 19th January, Dr Doyle had produced a paper proposing the creation of a Carer's Support Group to meet one of the identified parish needs in the statistical report from the Church of Scotland. The paper had been circulated in advance of the meeting.

Dr Doyle spoke briefly to highlight the issues covered in the paper and the Session was then invited to ask questions.

Dr Doyle confirmed that the group was intended for carers only and not for their charges. He confirmed that the idea was to have a low key group to provide support and it would need volunteers to staff it. He emphasised that the task for the volunteers would be difficult and there would need to be almost an interview process followed by formal training as the issues that might arise and the skill needed to talk to this group would be critical in its success.

It was confirmed that it was not appropriate as part of the group for volunteers to look after those in care – that would raise liability issues and it was noted that there was a possibility that meetings might co-ordinate with the Jubilee Club where there was support for those in care.

Dr Doyle indicated that he envisaged a significant amount of work being needed to get the group up and running. The aim would be for the group to be start meeting in the autumn on alternate Fridays to the FAN club in the Kaimes Road Hall. It was intended that the group would run the whole year round.

Mrs Proven seconded by Mrs Gibson moved that Dr Doyle be given authority to progress the formation of the group as outlined in the paper. The Session agreed unanimously.

The Moderator encouraged elders to consider if they had the skill set necessary to help with this group and if they did to assist Dr Doyle. He emphasised that there might be other members who would be interested in being involved and that the bigger team that was involved the more effective the group was likely to be. It was noted that Dr Doyle would be preparing more information to give to those who were interested in playing a part in the group.

4: Future Use of St Anne's Buildings.

A: Sale of the Belgrave Halls.

The Session considered the paper which had been prepared by Mr Ditchfield and circulated following a meeting with the Church of Scotland solicitor and DM Hall on 17th March.

The purpose of the meeting had been to ascertain from DM Hall the likely increase in the value of the plot for sale if either planning permission in principle or full planning permission was sought. The answers provided were not considered to have brought significant clarity to the situation and the paper set out two options :-

- To sell the site as it stood without any planning permission
- To seek planning permission in principle and thereafter sell the site.

A short discussion followed and it was noted that another external opinion on the matter was to the effect that there was little in real value terms to be gained in seeking planning permission. It was confirmed that the funds from the sale were to be used to fund any development/improvement on the Kaimes Road site. If they were not used in this way a 10% levy on the free sale proceeds would be made with the sum in question being paid to the Central Fabric Fund of the Church of Scotland which was the fund that assisted churches with loans or grants for large capital projects.

The Session was reminded that as Trustees they were under an obligation to try to ensure the best possible sale price for the site.

Mrs Chalmers, seconded by Mr Stewart moved that the site be sold as soon as possible without planning permission. The Kirk Session agreed unanimously.

It was agreed Mr Yelland should contact the Church of Scotland solicitor to confirm the Kirk Session decision and clarify what action was required and by whom to get the site on the market.

B: The Manse.

Mr Yelland reported that the proposal to have the Moderator's flat designated as the manse had been considered by the Presbytery when it met on Tuesday 25th March. It had agreed to support the application.

The application had now been lodged with the Manse Adjudication Panel of the Church of Scotland and an acknowledgement had been received. Confirmation of the next stage of the process was awaited.

C: Buildings Development Group.

It was noted that a report would be brought to the May meeting.

5: Concerts in St Anne's – Liquor Licence.

The Session considered the paper prepared by Mr Zuckert which had been circulated. It was confirmed that the only matter at issue was the application for a liquor licence for the first concert which was scheduled for May. The issues had been mentioned briefly at the Session meeting on 2nd March.

It was confirmed that the cost of a licence for each event was £ 10.

Mrs Ritchie, seconded by Mr Robertson proposed that the necessary application should be made as suggested by Mr Zuckert. The Kirk Session agreed.

The Moderator thanked Mr Zuckert for progressing this matter.

6: Twinning Project – Visit to St Andrew's, Lusaka.

Mrs Scott confirmed that the arrangements were all in hand for the visit that she would make to St Andrew's with Mr Clark between the 6th and 21st of May.

The gifts which it had been agreed should be presented to St Andrew's were almost complete – the pulpit fall would be on show at the Easter Sunday service and the cross which Mr Clark's son was making was almost complete. It was described as stunning. The other gifts as agreed of reading books, books for the Sunday School library, rubbers and pencils for the children as well as soaps for hospital patients and those in prison had been collected. Mrs Scott confirmed that donations were still welcome as the cost of the inscription on the cross was still to be paid.

The Moderator thanked the World Issues team, for all the work that had gone into the Twinning Project and the planning for this visit and the Session wished Mrs Scott and Mr Clark well on their journey.

7: Team Reports.

A: Education and Worship Teams.

The Moderator advised that following a joint meeting of the two teams it had been agreed that they should work together. The Moderator had agreed to convene both teams and that they would work together going forward although they would have separate meetings to pursue agreed projects.

The Moderator reported that Mr Nimmo had decided to stand down as the leader of the Education Team and he was thanked for his service in leading that team.

The Moderator confirmed that the meeting notes from the joint meeting would be circulated to the Kirk Session before the May meeting.

Summer Services.

The meeting had proposed that the same pattern of summer services as had taken place in 2013 should continue namely :

- A short family service at 9.45am
- Coffee at 10.15am
- Morning worship at 11am

It was proposed that this pattern of worship should take place for six weeks over the summer and that the normal pattern of worship including Sunday School re-starting should take place on Sunday 17th August.

It was proposed that after the summer services were completed it would be appropriate to poll members for their views on whether the summer programme had met their needs.

Mrs Robertson proposed and Miss Palmer seconded the proposed pattern of Sunday services. The Kirk Session agreed.

A number of administrative matters were then clarified :-

- Duty teams would be responsible for the normal duties for both services
- Elders on a rota basis would take responsibility for the coffee between the services – an e-mail seeking volunteers would be issued in due course.
- Coffee should be available until 10.50 am to cater for those who were only coming to the 11am service
- There would be no coffee after the main service for this period.

B: Fabric Team

In the absence of Mr Shanks and Miss Fleming, Mr Yelland presented the report.

He began by advising the meeting that Mr McColl had agreed to become joint Convener of the Team with Miss Fleming in light of the appointment of Mr Shanks as joint Session Clerk.

It was confirmed that the roof repair where the lead had been taken had been completed as had the re-painting of the Vestry – the office had been housed for a temporary period in the Session Room but was now back in the Vestry.

In answer to a concern raised by a member of the Session about the wall on the north side of the Kaimes Road site, Mr Yelland confirmed that the wall had been assessed by a structural engineer and that work was planned to ensure that the wall was stable. He confirmed that the coping stones on top of the wall were to be re-pointed and as the copings formed the base of a wire fence on top of the wall it was considered that the possibility of the coping stone being dislodged was small. This was duly noted although it was observed that one of the coping stones had been seen to move during the high winds in January.

Mr Yelland confirmed there would be an update on the position in the next Fabric report.

C: Parish Mission.

Mrs Proven presented the report.

She began by thanking Mr Lyall and the Church Administrator for their hard work in ensuring that the Annual Report was ready on time and she also thanked the Elders who had delivered the report. She reminded the Session that the old style Annual Report had been used as agreed to recognise that the year had been a celebration of the centenary of the building.

She thanked the Moderator for the help he had provided in preparing the parish Easter card and to those who had delivered the cards highlighting the forthcoming Holy Week activities.

Mrs Proven advised that a new website had been developed and that shortly Elders would receive from the church office an e-mail containing two website addresses. She implored session members to visit both sites and then to feed back their views as that would determine which design would be used going forward.

D: World Issues Team.

The Session noted the report which had been circulated in advance.

In addition to the twinning Visit which had been discussed earlier, it was acknowledged that the Fair Trade stall continued to be well supported and that the team continued to submit articles to the magazine on subjects of interest and concern.

8: Data Protection.

Mr Yelland raised this issue following an e-mail from Presbytery as a result of some churches falling foul of the data protection legislation.

He explained that the principle was to ensure that what was described as “sensitive personal data” was kept securely and he paid tribute to Mr Lyall who had done a lot of work to ensure that the church records were secured appropriately.

A number of questions followed and Mr Yelland confirmed that the key issue was the safe storage of data. It was observed that a list of addresses for the purposes of providing flowers was kept in the kitchen. It was agreed that it should be held in the Office and available as required on a Sunday.

9: Safeguarding Roll.

Mr Yelland explained that the Safeguarding Roll had not been available prior to the submission of the church records for inspection by Presbytery.

The Roll was now available and the Session agreed to duly attest it.

10: Easter Breakfast.

The Moderator raised this issue with a view to confirming who was going to organise the Easter breakfast which had taken place over recent years.

He confirmed that his plan for Easter morning was as follows :

9.30am: Short service of worship

9.45am: Breakfast

11am: Morning Worship and Communion

It was confirmed that the breakfast would consist of bacon rolls and fruit with tea and coffee also available.

Mrs Chalmers, Miss Palmer, Mrs Robertson and Mr Yelland agreed to work together to organise the event.

11: Next Meeting.

It was noted that the next meeting would take place on Tuesday 27th May at 7.30pm in the Session Room.

There being no other business, the meeting closed with the benediction at 8.45pm.