

**MINUTES OF ST PHILIP'S AND ST JAMES' VESTRY MEETING 6 November 2017**

Present: Tembu Rongong, Jean-Marie Meny, Jenny Kerr, Paul Stollard, Anne James, Rosemary King, Toni Buchan, Robin McLean, Rachel McLean

Apologies: Jenna Greensmith

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| 8.00 | Meeting opened with prayer  |              |
| 1    | <u>Minutes of previous meeting (26.9.17)</u><br>Approved<br>Thanks were expressed to Toni for producing these.  |              |
| 2    | <u>Thanks for October</u><br>Tembu expressed his thanks to all those who had helped during his study month.   |              |
| 3    | <u>Treasurer's Report</u><br>Postponed in Jeremy's absence.<br>Paul reported that this month's bake sale had raised £87 for The Yard. This will be reported in the news sheet on Sunday.  |              |
| 4    | <u>St James' Boiler Project</u><br>The tender from Lothian Heating is due to expire, so it was agreed that we should accept this and proceed.<br>However, the estimated extras will take this well above the original £30,000 quote, a more likely total being £45,000.<br>Jeremy is working on the funding bid, but the aim is to finance the project with:<br>£5000 from church funds<br>£20000 from loans/gifts from the congregation<br>£20000 grant funding.<br>Some of the total has already been paid out, and if a grant is not available we <u>could</u> cover the costs.<br>Lucy Stewart, a qualified Conservation Architect, has been appointed as project architect, following recommendation.<br>Listed Building Consent and the Building Warrant have been applied for.<br>An asbestos survey has been carried out. Some low/medium risk areas were identified in the boiler room but thankfully not in the church.<br>The consensus was that we should have this removed now (removal cost unknown), as there will be ongoing costs of monitoring it if not.<br>A working party will be needed to clear the room (the old office upstairs) for the new boiler. | PS<br><br>JH |
| 5    | <u>Church charity</u><br>It had been decided that for the next three years we would support one main charity (through giving and prayer), but continue with up to 3 others from the bake sales.<br>In addition we will continue our support for the Basics Bank as we are currently their second largest source of donations.<br>It was agreed to support the following three charities, suggested by members of the congregation:<br><ul style="list-style-type: none"> <li>• Flying for Life</li> <li>• The Vine Trust</li> <li>• Edinburgh Cyrenians</li> </ul> With our main charity being Edinburgh Medical Missionary Society (EMMS).<br>It was felt this provided the right balance of local and overseas charities.<br>Rosemary will contact the Mission Officer for EMMS to look at specific projects we could support.  | RK           |

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|    | <p>We will aim to invite a speaker from each charity at some point over the three year period, and to have literature available before and on the day of the relevant bake sale.</p> <p>Tembu will announce this decision on Sunday</p>  | TR              |
| 6  | <p><u>Website</u></p> <p>Tembu has been working on the church website and requested photos of recent events or of the building to add to this.</p> <p>He has been re-wording the content to more accurately reflect our ethos and style of worship. He aims to highlight our primary mission of welcome and hospitality, and to ensure no one feels excluded by the phrases used.</p> <p>Added to the website will be:</p> <ul style="list-style-type: none"> <li>• Minutes of the last Vestry meeting (once approved)</li> <li>• Readings (not the full text but with a link to a site giving the full text)</li> </ul>   | TR              |
| 7  | <p><u>AGM</u></p> <p>Sunday 10 December</p> <p>Reports:</p> <ul style="list-style-type: none"> <li>• Treasurer's report</li> <li>• Vestry</li> <li>• Child and Vulnerable Adult Protection</li> </ul> <p>Food will be provided (rolls and cheese/ham).</p>   | JH<br>PS<br>RMc |
| 8  | <p><u>Churches Together</u></p> <p>Last month's charity lecture, Interfaith action work with refugees, was not well attended, which was disappointing.</p> <p>However, following that there was a request for a church in this area to host an activity for refugees in Edinburgh. They would like to visit the Botanics and as the nearest church St James' would be most appropriate to provide a base for the day and a meal. It was agreed we would offer to do that, with a date to be arranged in the Spring.</p> <p><u>Lent courses</u></p> <p>Paul asked for a volunteer to host and another to lead one of the Lent groups for 2018. Ellie has already offered to lead/been volunteered. Rosemary offered to host.</p> <p><u>United Service</u></p> <p>It is St James' turn to lead the united service in January (Week of Prayer and Christian Unity). It was agreed this would be a non-eucharistic service (with people encouraged to attend St Philip's in the evening for communion.)</p> <p><u>Links with St Ninian's and St David's</u></p> <p>St David's are organising an Advent course on Old Testament passages relating to Christmas. Ruth's husband will be leading these, on Tuesday 5 and 12 December. Vestry members were encourage to support these, and to let Tembu know so that he could pass on numbers.</p> |                 |
| 9  | <p><u>Christmas Musical</u></p> <p>It has been decided to use Douglas' musical 'One Star' in place of a children's nativity at the service on 17 December. This will involve children and adults. Rehearsals to be arranged.</p>   |                 |
| 10 | <p><u>Quiet Day</u></p> <p>Rosemary is organising a quiet day, led by members of the Epiphany Group on</p>   | RK              |

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|    | <p>Saturday 3 December in St James', 10 am to 3.30 pm.<br/> This will involve times of silence and a range of activities for prayer and reflection.<br/> Lunch will be 'bring and share'.</p>  |        |
| 11 | <p><u>Feedback Session</u><br/> Tembu's feedback on his work during October will be at 10.30 on Saturday 25 November.<br/> Volunteers were requested to help with tea and coffee</p>   | JK, RK |
| 12 | <p><u>Church Rentals – St James' and St Philip's</u><br/> The boiler in the kitchen which provides hot water and heating for the Hall at St James' is still to be repaired. We are waiting for a part to be sourced.</p>   |        |
| 13 | <p><u>Any Other Business</u></p>   |        |
|    | <p><u>New setting for Liturgy</u><br/> Tembu announced he is working on a new setting which will be introduced for Advent.</p>   | TR     |
|    | <p><u>Bins</u><br/> Tembu expressed thanks to Liliias who has been ensuring the bins are put out each week (Thursday evening), but is now standing down from this. There was no immediate volunteer to take over.<br/> There is an ongoing issue about bins for the Nursery , Daddy Day Care and other Hall users.</p> | ?      |
|    | <p><u>Service Books</u><br/> Toni highlighted that the existing service sheets are starting to fall apart.<br/> It was suggested that a working party could be formed to collate and staple new ones to replace these.</p>   | TR     |
| 14 | <p><u>Dates of next meetings</u><br/> <br/> Monday 11 December (to avoid clash with St David's Advent course)<br/> Tuesday 16 January 2018</p>   |        |

Jenny Kerr

11.11.17