

MINUTES OF ST PHILIP'S AND ST JAMES' VESTRY MEETING 16 January 2018

Present: Tembu Rongong, Jenny Kerr, Paul Stollard, Anne James, Rosemary King
 Jenna Greensmith, Andrew Daye, Rachel McLean, Robyn McLean

Apologies: Jean-Marie Meny, Toni Buchan, Jeremy Harper

8.00	Meeting opened with prayer	
1	<u>Minutes of previous meeting (11.12.17)</u> <ul style="list-style-type: none"> Approved following two corrections noted in emails 	
2	<u>Treasurer's Report</u> Jeremy had provided a summary to 16.1.18, but was not present to expand on this. All looks to be in line with budget and on track. There was one query about the insurance figures and this will be put to Jeremy for clarification. One member of the congregation has asked for a year's supply of gift aid envelopes. This is not standard practice now as most regular givers choose to pay by direct debit. Paul will discuss this with the person concerned.	TR PS
3	<u>St James' Boiler Project</u> The building warrant is delayed due to concerns as to the means of escape from the new boiler room in the event of a fire. Lucy Stewart and Andrew McOwen think this is a minimal risk and as access will be for maintenance only. <u>Asbestos</u> There is asbestos present, providing a medium to high risk. The plan is to remove as much as necessary to meet safety regulations and manage the rest. This is likely to include removing the rope and possibly boarding, leaving only the asbestos in the old boilers themselves. Our 'duty to manage' any remaining asbestos would include: labelling, monitoring and acting on any findings of deterioration, as well as risk assessment prior to any access by workmen. There would be costs involved with that. It was agreed we would take advice before any final decision is made. <u>Canon 35</u> Responses to consultations are in and the official application to the Diocesan Building Committee can be submitted. <u>Funding</u> Decision on Provincial grant should be known by mid-March, but it was agreed to go ahead with plans as soon as the Building Warrant is obtained, as there is a risk that the contractor will pull out if there is further delay. <u>Tidy-up day</u> Rearranged for Saturday 24 February, from 10.00 am. This will provide an opportunity for a general clear out at St James', including of the old wooden chairs, and the small tables. (Once the tables have gone a trolley for the folding tables will be ordered, so these can be kept safely in the main hall.)	PS TR All
4	<u>Insurance</u> A surveyor for Congregation Insurance has flagged up various issues: <ul style="list-style-type: none"> A five year periodic electrical insulation survey is due for St Philip's and St James' our existing list of articles insured contains some items no longer present (photocopier, 'Agnes Tidswell Plate'?) and others possibly over-valued. An up to date inventory is needed, with photographs, descriptions and 	TR JG-S,

	valuations (where it is possible to estimate these).	RaMc
5	<p><u>Quiet Day</u> This, for some, will be taster day of different meditative prayer activities. It is being funded by the church with no charge. Tea, coffee, biscuits and soup will be provided (attendees will bring their own sandwiches or other lunch). The Epiphany group (3 leaders) are offering their services for free, but will be given a donation. Outline of the day: 10.00 arrivals and coffee 4 x 45 minute stations, offering a different meditation experience Lunch A further 2 sessions 3.00 tea 3.30 finish.</p>	
6	<p><u>Joint Service</u> This Sunday (21 January). Volunteers were asked to help set up on Saturday from 10.00 am. This should include a check of toilets to ensure sufficient supply of paper towels and toilet paper. The coffee and welcome team should arrive extra early on Sunday as those from other churches may arrive earlier than expected. Disposable (recycled cardboard) cups will be ordered in case numbers for coffee exceed our mug supply. Depending on numbers, children's activities will be in hall. Three volunteers from Wardie have agreed to help Helen and Jenna with this.</p>	TR JGS
6	<p><u>Churches Together</u> <u>Christian Aid Coffee Morning</u> – Paul will check with Christine Shepherd if this is going ahead at St James' in May and confirm date. <u>Lent groups</u> 4 groups will be running. These will be announced on Sunday at the joint service (Monday evening, Tuesday afternoon, Wednesday morning and Thursday afternoon). A fifth group is possible if there is sufficient demand. <u>Holy Week</u> The Good Friday service will be at St James' in the form of Stainer's Crucifixion. This will involve a joint choir, rehearsals for the St James' choir will start this week with combined rehearsals in March. <u>Weekend Club</u> There will be no open air service this year. Instead we have agreed to host a 'Weekend Club' activity at St James. This is run by the Scottish Interfaith Refugee Club, and the scheme launched in Edinburgh last January. It provides an interdenominational social link for refugee families. An activity is organised followed by a meal. The activity in this case will be a trip to the Botanics. Volunteers from St James' and the other area churches will prepare the meal for around 50 people. Date to be confirmed but likely to be a Saturday in May or June.</p>	PS
13	<p><u>A.O.B</u></p> <ul style="list-style-type: none"> The Bishop will be attending the morning service at St James' on Saturday 25 February. Food hygiene regulations. These need to be investigated as it is possible that all those on the coffee rota may need to receive training in food 	

	hygiene, and to be certificated.	
14	<u>Dates of next meetings</u> 1. Tuesday 13 March 2. Tuesday 24 April	

Jenny Kerr

17.1.18