

Allan Park South Church of Scotland, Stirling
Registered Charity No. SC001414
Minute of a meeting of Allan Park South Church Session
Held in the Church Office on Thursday 10th May 2018 at 7pm

Constitute

The meeting was constituted by a reading from Colossians starting at verse 15, followed by a prayer by the Rev. Lynne Mack.

Sederunt

The Rev. Lynne Mack and a number of Trustees as recorded in attendance book. Apologies for absence were received.

Minutes

The minutes of meetings of the Kirk Session held on Thursday 12th April 2018 were approved. It was noted that the date of the next meeting had to be changed due to the Presbytery meeting taking place on the 3rd May.

The Rev Lynne Mack was welcomed as our Interim Moderator by Sally Forshaw, Session Clerk. She advised the Session that she has made an initial commitment to this position for a three month period until the end of June when the Rev Andy Campbell is due to retire.

Matters Arising

There were no matters arising from the minutes.

Emerging Church Project Manager's Report

Sally Forshaw advised that we have been successful in securing continuation funding from Go for It for £10,000 for two years with conditions. It was agreed that we would accept the offer from Go for It.

Ed has received an email today from the accountant Archie McDowell at 121 to say that they are reasonably confident that we have met our obligation to match fund. We should be seeing the final instalment of £6244 in our bank account shortly.

We are still awaiting notification from the Robertson Trust about match funding who will notify us by the end of June if we have been successful.

Sally advised that she has met with Roxanne from Stirling Voluntary Enterprise to update our portfolio with them regarding volunteers. Since her visit we have had two male referrals for volunteering.

The boy's brigade awards ceremony is next Friday 18th May. All are welcome.

/welcome

Sally advised that she would be circulating sheets round to encourage a few more people to sign up for flowers, teas, reading & prayers, door duty & pastoral care.

Bairns' Rock is going well despite the lack of volunteers. Denise and Maureen have had surgery and continue to do well in their recovery. Thanks to Jim Steel, John Shaw and Gerry Forshaw who are setting up on a Monday evening. Susan is helping out in the morning with the dishes and we have a new volunteer Lorna Waddell helping out in the afternoon. Kristen was also able to help out in the morning this week.

Arthur McDonald agreed to continue in his post as Presbytery Elder. The Kirk Session agreed to his continued service in this role.

Finance

The treasure Edward Morton advised that we had received a gift aid refund of £9,441.06 and a reduction in our payment for Ministry requirements to £21,368

Moira Johnson has been set up as a second signatory at the bank.

Ed has been active in emailing round the list of pulpit supply and has successfully filled some of the coming weeks. The elders will be conducting the service on Sunday.

It was agreed that we would move communion Sunday from the 3rd June to the 10th June to enable the Rev Lynne Mack to serve communion.

Balance as at 10th May 2018 is £35,894.43

INCOME COMPARISON

DATE RANGE -11th May to 10th May

INCOME TYPE	2016/2017	2017/2018	VALUE +/-	% +/-
Gift Aid	£28,285.50	£29,753.70	£1,468.20	5.19%
Freewill Offerings	£2,015.40	£2,099.90	£84.50	4.19%
Open Plate	£4,239.39	£4,080.56	-£158.83	-3.75%
Mission and Renewal	£0.00	£0.00	£0.00	0.00%
Hire of Premises	£11,191.00	£11,365.00	£174.00	1.55%
Sundry Income	£2,080.78	£2,143.30	£62.52	3.00%
TOTALS	£47,812.07	£49,442.46	£1,630.39	3.41%

Ed has prepared figures which gives a more accurate reflection of our financial position. It was agreed that the stewardship committee should take this forward.

/forward

Administration.

There were no administration matters to be discussed.

Property Report

In the absence of David Boyd property convenor, Phil Harris read the enclosed report

David Boyd has received a quotation from Elite Plumbing and Heating (Garry McGuire) for a full revamp of the manse bathroom for £3600. David recommends the plumber and suggests that we should accept it subject to Presbytery agreement if needed, and progress as soon as possible.

Please see below the response from Property Bureau about potential letting of the manse. You will see that they recommend what we expected from our inspection last weekend.

1. In view of current uncertainty we should rent the property so as to maintain the status quo until such time as Presbytery come up with a plan for Stirling Town center. If we do finish up selling we will have protected the asset
2. Assuming the Kirk Session agree with these proposals, we need to put them to Presbytery formally and get approval to proceed. I delayed have meeting with Ian McVean, the Presbytery property convener, until we had an idea on how we wanted to proceed, and the session had a chance to discuss things, but I understand from Ed that he is aware of the situation He will likely want to visit the manse. Could one of you organize this for as soon as possible after the session meeting. (I am copying him in to this email)
3. There are 4 sets of activities needed to get the property ready for renting. I propose that I arrange the bathroom (see below); Jim looks into the electrics/smoke alarms etc. (I suggest we use Alex Eccles who has done stuff at the manse previously and is our standard contractor at the church); John looks into painting and arranging a work party to do the plaster repair and minor repairs etc. that we decide to do ourselves Phil is already looking after the garden and could add repair of the couple of broken brackets needed to the gutter. Carpets, possibly John again (work party after painting?). We may have to replace the carpet in the family room as it may not clean up very well.
4. We have been trying to update the bathroom for some time but Alistair was happy to put up with it until he left. I have struggled to get contractors to come and look and to give us a quote, but yesterday, Elite Plumbing and Heating (Garry McGuire) visited and he is shortly going to send me a quotation which I will forward to you. He has done work at the manse previously to fit new radiators etc. He recommends it is better to fit a full new bathroom (without bidet) which is what Martin

/Martin

Smith (below) recommended to me. I have a provisional price from Garry (attractive) but best to wait for the quotation. The difficulty I have had is getting anybody to commit to timing (even to visit and quote) and we may not get alternative quotations, so if Garry's quotation does prove attractive I suggest we go with a single tender. Garry expects it will require about 5 days to do everything and has a slot available at the beginning of June, so I have asked him to provisionally book us in for then, as next slot is not until July and we would have to book very soon. This means we need to get approval ASAP.

5. Ian McVean will advise on Presbytery protocols. I think lettings have to be arranged via CoS. but I think that rents come to APS, but can only be spent on fabric. (Jane Harris has some info.) So, we should be able to re-coop cost of repairs from the rent over a few months.

6. Session should be aware that the manse was bought and paid for entirely out of local funds so is morally ours, even though the deeds are vested with CoS. I have asked Neil Malcolm (former Treasurer for many years) to produce a summary of the history as I suspect ownership may become an issue in the future. But, provided Presbytery come up with a sensible plan for Stirling town centre it will just go into the mix. I think we all want to keep moving forwards and not lose our way over the coming months. It was agreed that we should go ahead and have the property inspected to identify the necessary repairs required to be completed to enable us to rent out the property. Permission has to go through Presbytery. Phil Harris advised that he is going in weekly to keep an eye on things. The hedge will need to be cut. Sally Forshaw offered Andrew Forshaw to help.

Phil advised that we have had a quote to fit a new bathroom £3,600. It was agreed that we should seek another two quotes. Sally Forshaw and John Shaw agreed to organise this. Ed Morton advised that we can apply for a loan to the fabric fund in advance of rent to come in from the property for the work needing done. Any rent from the property goes into the fabric fund and we can apply for any repairs on the manse or the church and gas and electricity charges. The Kirk Session agreed that we would seek permission to rent out the Manse via the Church of Scotland Law Department and as some works will be required, the Kirk Session also agreed that we should go ahead and have the property inspected to identify the necessary repairs required to be completed to enable us to rent. The Kirk Session also seeks permission in principle to request a loan from the General Trustees' Central Fabric Fund.

The gardener and the amount we are paying him was discussed as part of our cost cutting. It was felt that the work should go out to tender and two additional quotes obtained. It was also discussed that there could be a gardening work party put together to maintain the church and manse gardens.

/gardens

Safeguarding

Lorna Shaw advised that she was still waiting for training dates for safeguarding. The Rev Lynne Mack advised that there were some dates available within the presbytery.

Presbytery

Arthur McDonald advised that the Presbytery stood to receive tributes to the Rev Douglas Aitken and the Rev Dr Ian Fraser from the Rev Jim McNeil and the Rev Alan Millar.

The main order of business was the report of the ad hoc committee to revise the presbytery plan for both Clackmannan Church and Allan Park South Church. Aps will be held in guardianship. Scheme for training and authorisation of worship leaders to take services without a Minister was agreed. Attestation of records has been completed.

Roll Keeper

There was no report available.

Interim Moderator's Report

Interim Moderator Rev Lynne Mack conveyed the thanks of Presbytery to the representatives of Allan Park South for accepting a term of Guardianship in order to allow for readjustment within the Presbytery Plan. Presbytery commended APS for their willingness to accept change and for their forward-looking approach. A term of Guardianship will give the Ad Hoc committee more time and scope when considering the future of, in particular, the City Centre changes. Lynne assured the Session that Guardianship was not to be seen in any way as a reflection on the congregation of APS but rather as an opportunity for the committee to consider the best way forward for the Stirling Churches.

Going Forward

Jim Steel asked for permission for the worship group to approach the pulpit supply ministers to liaise with them regarding the music to attempt to keep our identity as a church that wants to do things differently. He pointed out that unless we maintain

/maintain

our status quo then we would not be any different from the other city centre churches. It was agreed that using the Sanctuary 1st material would be a good basis for elders to plan leading the service.

AOB

Jim Steel asked for permission to put up parking bollards to try to solve the ongoing parking problems. It was agreed that we would try this for a month.

Staffing Group

Jane Harris presented the staffing group report on behalf of the group.

Contract renewal

Contracts for six posts terminate on 30 June 2018. It is essential that options are considered and a decision made on each post on 10 May so that statutory process can be followed.

Options:

1. Renew contracts with no changes until a specified date agreed at the meeting
2. Renew subject to changes being agreed with post holders e.g. amended hours or roles (potentially a time-consuming process)
3. Some or all posts possibly made redundant

Option 3

There must be a business case for redundancy, in our case it would almost certainly be financial including uncertainty over the outcome of grant applications

Where redundancy is a possible outcome for some or all posts, there is a formal process which must be followed including a series of meetings and a formal notice of redundancy. Notice period is linked to length of service (one week per full year of service). For this reason, the process needs to start almost immediately. The advice is that the process should be based on redundancy being a possible outcome but not a foregone conclusion.

All staff members are entitled to a payment in lieu of accrued annual leave not taken before 30 June.

Those with at least two years' service are entitled to redundancy pay. This is likely to be around £2810 and should be ring-fenced now if redundancy is at all likely.

Contractor: the choir leader is self-employed, with two months' notice of ending contract needed. As the post is term-time only, absolute deadline for notice is mid-June

/June

Staff costs

(Indicative: gross weekly salary only; NI and pension contributions by employer in addition)

GFI posts (ECProject Manager/Bairns Rock Arts & Crafts/Lunch Club Co-ordinator):
£408.74 (50% GFI, 50% church funded)

One GFI post is term time only (about 44.5 weeks including leave).

Self-employed contractor £60 per week, term-time only. No holiday entitlement.

Other posts (Treasurer/Admin/Cleaner): £255.50 (100% church funded)

After a lengthy debate it was agreed to start redundancy proceedings as required by law in case match funding does not come through. It was also agreed that Sally Forshaw would work on other applications for funding in case the Robertson Trust does not match fund. Jane Steel advised that the lottery fund welcomes funding bids from churches and that contrary to opinion most of their fund does not come from gambling profits.

The next meeting will take place on Wednesday 6th June at 7pm in the church office.

The meeting was concluded with saying the Benediction together.

MODERATOR

CLERK