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 Wednesday 8th May 2019 at 7pm

Constitute	The Interim Moderator, Rev Stuart Sharp, constituted the meeting with a bible reading from Galations chapter 6, and prayer.					
Sederunt	The meeting was attended by The Rev. Stuart Sharp and a number of Trustees as recorded in attendance book					
Apologies	Apologies were received by David and Mary Boyd, Hugh Buchanan, Jane and Phil Harris and Ed Morton.					
Previous Minutes	Previous Minutes were approved by John Shaw and seconded by Arthur MacDonald					
Matters Arising from previous minutes	None					
Notification of	a. Appoint	ment of Presbyt	ery Elder			
AOCB	b. Boys Brig	wade				
	,		. 6			
	c. Business	Plan Developm	ent for APS bu	ilding		
Finance Team report	The Session Clerk reported in the Treasurer's absence :- Bank balance as at 3 rd May 2019 £45142.09 Of which: Unrestricted funds £20547.09 Restricted funds £24595.00					
	INCOME COMPARISON					
	DATE RANGE 4th May to 3rd May					
	INCOME TYPE	2017/2018	2018/2019	VALUE +/-	% +/-	
	Gift Aid	£28,233.90	£23,647.69	-£4,586.21	-16.24%	
	Freewill Offerings	£1,981.93	£2,201.40	£219.47	11.07%	
	Open Plate Mission and Renewal	£4,121.58 £0.00	£4,524.61 £0.00	£403.03 £0.00	9.78%	
	Hire of Premises	£11,720.00	£13,445.00	£1,725.00	14.72%	
	Sundry Income	£1,434.08	£1,449.53	£15.45	1.08%	
	TOTALS	£47,491.49	£45,268.23	-£2,223.26	-4.68%	
	Observations: 1. A grant from the £4748.00 2. A refund of inco plus £2000.00 (the Scheme (GASDS)	me / capital gaiı he maximum all	ns tax was rece owable) unde	eived in the sur	m of £6418.99	

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/£8418.99.

3. During my holiday absence, Jim Steel will be able to reimburse all expense claims in respect of the Lunch Club, BR etc.

Church Insurance: The insurance for the Church buildings falls due on the 23rd June 2019. A long-term agreement with our current insurers, Ansvar via our agent, Towergate Insurance, ends on this date also. Following an instruction from the General Assembly in 2013, all congregations are required to insure their property through the Church of Scotland Insurance Services. Allan Park South have had permission from 2013 to continue with Ansvar under the long-term arrangement. In conjunction with the Finance Team (who met on Tuesday 30th April) and who approved the new COS insurance, I have arranged cover for the Church property including contents to begin on the 23rd June. Taken together with the Manse insurance (the Manse being insured for £429,930.46 – index linked) it means an overall saving in total insurance costs of £1200.00 per annum. A copy of the new policy has been retained in the office safe.

This note about insurance is for information and does not require Kirk Session approval because the General Assembly, being the highest court, instructed it. For the avoidance of doubt, the Manse building only is insured – the contents being covered by the occupier. Cover was restricted in April 2018 when the Rev Alistair Cowper vacated the property and further exclusions (recorded in the minute) were applied. These included, but were not restricted to, the escape of water; regular weekly inspections etc. When the Manse is re-let, these exclusions will be lifted. The COS insurers will require full contact details of all the occupants of which the Property Convener is aware.

Pension Auto Enrolment: Every three years employers must reassess ALL employees including those who may have opted out of the Auto Enrolment pension and complete a Declaration of Compliance. Employers must choose their re enrolment date which can either be 3 months before or 3 months after the 3rd anniversary of the staging date.

As the Church's staging date was 1st June 2016 we must advise our chosen reenrolment date which can be from 1st March 2019 to 31st August 2019. The Finance team is aware, and Jim Steel has taken steps to complete this process.

Emerging Church Project Manager's Report

Sally Forshaw, our ECPM reported the following:-

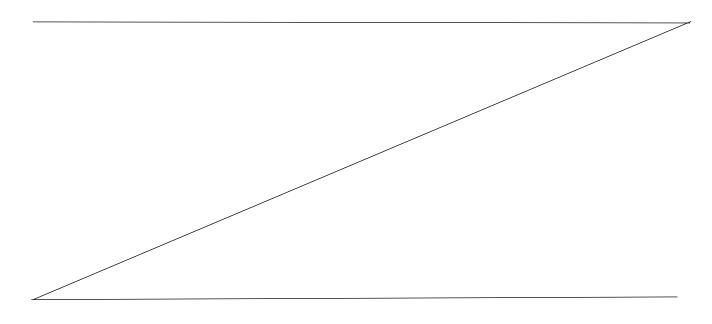
- A college student starts volunteering with us this week at Bairns Rock initially. Bairns Rock continues to be a great success although the afternoon group has got off to a slow start.
- The Wellbeing Choir is holding a fundraiser to purchase a new piano, on Saturday 22nd June at 7-9pm in the large hall. Choir continues to be very well attended every week with 24-30 attandees.
- Unfortunately we were unsuccessful in getting funding via the Postcode Lottery for the continuation of the Tea Dance. ACTION: Efforts will be made by the ECPM to seek alternative funding.
- Rev Stuart Sharp, our Interim Moderator, advised that 121 can provide details of all funding available by category. ACTION: Stuart to send details on to APS.
- K Johnston advised that Dobbies and B&Q both offer outdoor funding programs & contact will be made with them in the near future.

	/ future.	
	 Anonymous donor has paid a further 4 weeks of soup provision for the lunch club and Agape Church came along one session and provided homemade food and sang 3 songs for the lunch club attendees. Everyone enjoyed it very much. Unfortunately our funding bod to Greggs Foundation for a lunch club day trip was unsuccessful. Knitting and Sewing group has started on Mondays 10.30am to 12.30pm. Funding application to the Bridge of Allan and Stirling Round Table was successful to purchase more round style tables for use for all groups and in the sanctuary. New afterschool Lego club starts on Tuesday afternoons from 3.45 to 4.45pm VAF end of year report was submitted and received very good feedback from VAF. Hungry Childrens project which ran over a week at Easter in conjunction with Mercat Cross & City Centre Community Council, was a great success. We plan to submit an application for summer also. 	
Property	David Boyd, our Property Convener sent the following report in his absence :-	
Convener's Report	 Ladies toilets. These were blocked last month and had to be cleared by DynoBuster. Subsequently they were blocked again but appeared to have been cleared. Suggest that a sign be put up to advise not to flush baby wipes etc. NB: This toilet has subsequently blocked again and Dynobuster attended – It was filled with baby wipes once again. It is now unblocked. ACTION: Signs to be put in all toilets advising not to flush baby wipes & to use the bins provided. If this continues we may need to increase the cost of Bairns Rock attendance to cover repeated call out costs at £75 a time. Manse - new carpets. These were fitted throughout and are being restretched on Wed 8th. Manse cleared on Sat 4th May and stuff taken to dump. Carpet fitters removed attic carpet by mistake but replaced with same type as rest of house at their cost so whole house is uniform. This would have been approx. £500 extra had we had to pay, so a significant cost to carry by a small business. Since, as a consequence we have got 	Ladies Toilets Manse carpets
	something better, I propose that the Session consider voting an ex-gratia payment to Q1 of say £200. ACTION: Kirk Session approved a payment of £200 to be made to the carpet fitters to cover some of their costs. ACTION: All items or services over £1000 must use a purchase order to the supplier clearly defining the requirements and APS expectations. Payment terms to include a small amount held back until ALL work 100% completed correctly.	

	/ correctly.	
	ACTION: Finance team to create a draft P.O.	Names
	The tenants proposed for the manse advised they did not like the colour of the carpets and J. Shaw agreed to discuss this with the letting agent – However, they have since advised Property Bureau they no longer wish to proceed with the rental.	Manse rental
	Manse – work-top. This is in hand and will be done imminently. (Joiner, Mick Gilles, has got the back-door key) - This has since been completed.	
	4. Manse – cooker and washer. Suggest - Hotpoint HUE61XS Electric Cooker, Stainless Steel £419.00 and Hotpoint WMJLL742P Freestanding Washing Machine, 7kg Load, A++ Energy Rating, 1400rpm Spin, White £239.00 or similar – both from John Lewis. This gives 2 year warranty which can be extended to 5 years by additional £70 and £80 which I do not recommend as being necessary.	
	ACTION: J. Shaw agreed to ask Property Bureau to purchase & arrange installation of a new cooker and washing machine into the manse and add this to our conveyancing fees invoice.	
	5. Stonework repair. I have received a quotation for sorting out the longstanding cracking on the west elevation and repair of the mullion on the east side. This is for £3210 + VAT from Impressions in Stone who are the people that Bannockburn Roofing use to do stonework and chimney repairs and have done such work at the church previously via them, (and at my house). I think this is a fair price considering the need for scaffolding and is significantly less than previous quotation a couple of years ago (not to hand). I recommend that the Session approve go ahead on this in principle, subject to further discussions with the contractor on possible alternatives to scaffolding to reduce cost further, and on timing (Manse rents etc.).	Church building repairs
	Kirk Session agreed to hold off on this at the moment, and that we should avoid scaffolding use if at all possible as this is the costliest item.	
	ACTION: We should apply for grant funding for stonework repair. S Forshaw to source grant funding for our listed building and apply for this as urgently as possible.	
Safeguarding	Lorna Shaw, our Safeguarding officer reported :-	
Report	P Freck PVG – 121 now satisfied with all documentation and proceeding with registration. PVG's received for K Campbell and L Casey for Bairns Rock & Lunch Club.	
	A Safeguarding training course is being held in APS on Mon 20 th May 2019.	

7 2019.	
Arthur McDonald, our Presbytery Elder reported:- STIRLING PRESBYTERY MEETING HELD AT BRIDGE OF ALLAN PARISH CHURCH ON THURSDAY 2 ND MAY 2019 There was not a great deal of business at the meeting and most of the time was allocated to the Radical Action Plan and for the new Local Church Review Before we go on to the main events, there were other items which discussed namely There was no report from the Ad Hoc Committee on the Presbytery Plan. The Stewardship Committee intimated that the manse at Bannockburn, Allan Church, was given permission to refurbish the manse kitchen and that the Kirk Session of St Columba's are proposing to sell their manse at 5 Clifford Place Stirling and also are proposing the spend £49,000.00 on work to the Sanctuary. The sale of the Manse will be undertaken by the General Trustees and the Law Department. Church & Global Society reported that Keith & Ida Waddell who are missionaries in Africa, are visiting from 27 th Sep to 6 th Oct and are looking to meet with their home church. A Missionary trip is going to Russia soon – Anyone wishing to join them on this trip should contact A MacDonald in the first instance.	
 The Local Church Review (LCR) is to be revised with a new way of conducting the review. Currently it is a 5 year review. ACTION: Rev S Sharp agreed to send details of the LCR to the Session Clerk. 	
Hugh Buchanan, our Rollkeeper reported :- There have been the following changes to the Roll since the report of 13 March 2019.	
Additions none Removals none There are 153 names on the roll, including 8 adherents.	
Addi none Rem	ovals

	/ adherents.	
	Eldership Joyce Badenoch and Agnes Wilson have each indicated that they no longer wish to be a Trustee, and are therefore now on the roll as Elders Emeritus.	
Worship Team's Report	Our Worship band leader, Jim Steel reported that we are continuing with the 3 ministers supporting us as we have over the past 6 months, these being Rev Gordon Mathew, Rev Mike Dawson and Very Rev Albert Bogle. Currently June is not filled with exception of 1 week.	
	Rev S Sharp recommended an accredited 'Reader', Darren Jalland, who he has worked with before.	
	ACTION: J Steel to liaise with Darren Jalland to see if he will work with us on our worship services.	
Union Update	The Session Clerk reported that there had been two meetings to date mostly 'getting to know you' meetings. We did find in our second meeting of the Basis of Union joint team, that our view of what our mission and purpose is as a church, was very similar. In practice the way we achieve that currently is fairly different. Rev J McCormack, our lead facilitator will send on the minutes of both meetings to date.	
	We discussed that it may be possible to have an 'addendum' to the Basis of Union agreement to define our 'working agreement' and how this will be in practise, especially in the early months/years of our union.	
Correspondance	None	
Other Competent Business	It was agreed by the Kirk Session that Arthur MacDonald should remain our Presbytery Elder for the year to 30 th June 2020.	Pres. Elder
Business	Our Boys Brigade captain, I. McCallum, has handed in notification of his formal resignation to take effect on 30 th May 2020. We will need to discuss between the Kirk Session and Mr McCallum, who would be a suitable successor. ACTION: J. Steel, Session Clerk, to meet with I. McCallum to discuss his thoughts on this. Also to write to I. McCallum thanking him for his years of service as Captain.	Boys Brigade
	Jim Steel raised the possible creation of a SCIO (Scottish Charitable Incorporated Organisation) as a management umbrella for future use of the united congregation, in running outreach projects. This is a useful organisational structure to reduce any future monetary burdens to the church, and also to attract external funding for mission and community outreach work.	SCIO
	The Kirk Session agreed that Jim Steel pursue progressing this further.	



MODERATOR CLERK

Date Date