









The Scottish
Episcopal Church



**MINUTES OF ST MARY'S VESTRY MEETING
THURSDAY 15 AUGUST 2024 AT 1830
IN ST MARY'S CHURCH**

1.	RECTOR'S WELCOME & PRAYERS M-A offered an opening prayer and welcomed all who attended. M-A welcomed Louise Speid to the vestry as a co-opted member who should be elected at Nov's AGM. Proposed: M-A Seconded: DR	ACTION
2.	PRESENT & APOLOGIES Mark-Aaron Tisdale (M-A) (Chair), Graeme Stirling (GS), Sue Rowe (SR), Dave Rowe (DR), Elaine Hammersley (EH), Jean McGuinness (JMcG), Louise Speid (LS), Fiona Walthall (FW) (Secretary).	ALL
3.	ADOPTION OF MINUTES FROM THURSDAY 30 MAY 2024 All attendees were content with the minutes. Proposed: M-A Seconded: SR	ALL
4.	RECTOR'S REPORT M-A passed round the HMRC 'Fit and Proper Persons Test' as vestry members are trustees of St Mary's. M-A will be the custodian for all completed forms from the congregation upon submission.  Rector's Report 150824.docx	M-A
5.	TREASURER'S REPORT  Treasurer's Report 300524.pdf As per report and financial statement.	GS

	<p>GS suggested that as a gesture of goodwill, for one year, there is a pause in raising the Nursery's rent as the nursery has invested in the improvement of the nursery's security system.</p> <p>Proposed: M-A Seconded: DR</p> <p>With the remaining committee voting in favour.</p>	
<p>6.</p>	<p>PROPERTY CONVENOR'S REPORT</p>  <p>Buildings Manager report for August 15</p> <p>The electrical installation has been tested and is 100% satisfactory as all repairs have been undertaken.</p> <p>What is required are 2 porch lights to provide more light at the main entrance. DR has spoken with the Dean Kenneth seeking advice if a canon 35 application is needed.</p> <p>DR will submit a pre-application notice to Dean Kenneth. This is a replacement to the old low energy lights which are no longer available.</p> <p>Rectory steps and patio are still unsafe.</p>	<p>DR</p>
<p>7.</p>	<p>SECRETARY'S REPORT</p>  <p>Secretary's Report 150824.docx</p> <ul style="list-style-type: none"> • AUTUMN CRAFT FAYRE UPDATE Arrangements were underway for Oct event with several crafters returning. Other crafters would be invited to make up the numbers. • DISPLAY TABLES UPDATE FW had contacted 'Gopak', making enquiries about tables and trolley bundles. She had forwarded the quotes to the committee awaiting their consent to order; however, dimensions of the trolley were required to ensure that it was able to fit in the space currently occupied by the timpani drums. FW will send the dimensions to M-A the following day. • CREATION OF SOCIAL COMMITTEE Small group of 7 met in the Rectory to create a committee to take forward social events within the church. FW went through a programme of suggested events which was expanded by others at the meeting, plus items on the website would be added. This calendar would be updated as necessary.  <p>CALENDAR OF EVENTS 24.docx</p>	<p>FW</p>

	<ul style="list-style-type: none"> • CHURCH BANNER UPDATE SR asked if the new banner would have a pocket or sleeve into which posters could be displayed M-A stated he wasn't sure. M-A would like to order a 'feather' banner to display outside the church when open. 	
8.	SAFEGUARDING REPORT No concerns or issues to report. Email previously forwarded to the vestry by FW.	DkR
9.	JEAN MCGUINNESS' REPORT: ST MARY'S WEBSITE  Website update May 24.docx M-A mentioned that JMcG had done a great deal of work in building and populating the website. There remain several sections which require building with information. The site is getting 'traffic' with 49 hits in Aug.	JMcG
11.	AOCB <ul style="list-style-type: none"> • TREASURER'S REPLACEMENT Still no further forward in finding a replacement for GS. M-A will post on FB as well as approach BFCG as St Mary's is the chair for this coming year. FW mentioned that she'd approach the treasurer of Monifieth Singers but without any joy as he was already fully committed to other organisations. • INVENTORIES Will determine a day and date agreeable for kitchen inventory in August in preparation for autumn and winter events. • KITCHEN UPGRADE/REFRESH FW mentioned the kitchen required a refresh/upgrade to make it more user friendly especially as more events are planned. M-A suggested that the electrical appliances could be gifted to other charges. Proposed installation of shelving to ease the lack of storage. <p>THE POLICIES WERE NOT DISCUSSED AND WERE HELD OVER TO ANOTHER MEETING</p> <ul style="list-style-type: none"> • POLICIES <ul style="list-style-type: none"> ○ LETTINGS POLICY M-A stated that St Mary's needs to have a proper policy as charges stand at £25 per hour. 	ALL



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	<ul style="list-style-type: none">○ COMMUNICATIONS POLICY○ INVENTORIES○ RECYCLING POLICY○ KITCHEN REFRESH <p>SR to approach DCC to have the kitchen certified and rated for the type and quantity of usage.</p> <p>EH had previously asked if 'Mission' could be a Standing item on the agenda. M-A mentioned that a generous anonymous donor had come forward to replace the clergy vestments as the green set are badly worn.</p>	
12.	RECTOR'S CLOSING GRACE	M-A & ALL
13.	DATE OF NEXT MEETING: THURSDAY 26 SEPTEMBER 2024	