

Minutes of a meeting of St Saviours Episcopal Church Vestry, held on Thursday

14 March 2024 at 7.30pm

Present: Rev. Aaron Moffat Jackman (Chair), Alastair Duncan, Margaret Price, Vicki McDowell, Bill Logie, Jean Kelly, Liz Colman, Melvin White, Terry Moran

1. Aaron welcomed us all and opened the meeting with prayer.
2. Apologies: Graham Barrett, James Gardner
3. There was no declaration of Conflict of Interest.
4. Minutes of the previous meeting held on 8 February 2024 were approved, proposed: VMcD, seconded: MP. The only matter arising was that the procurement of hymn boards is still in progress. **ACTION: JG** AD pointed out that copies of approved Minutes are available in a folder kept in the Church Hall. It was agreed that the minutes should also appear on the Website. **ACTION: JG/AMcD**
5. Vestry membership: Aaron welcomed Liz and Melvin to the Vestry and asked that all members familiarize themselves with the information sheet he previously circulated regarding the responsibilities of Vestry members. BL stated we are obliged to inform the Eden Trust of new Vestry members and he will require some personal details from the two new members.
6. Joint Liaison Committee(s): The Memorandum of Agreement had previously been circulated and the Rector summarised the role of the JLC. It is noted that the minutes of the JLC meetings will be made available to each Vestry in future and any recommendations will be conveyed to each church. It was also noted that the Vestry has a spend limit that of £300 which can be authorised by the Treasurer without going through the Vestry.
7. Worship: The Rector again indicated that he would make his decision regarding future timings of Sunday worship after Easter. He said that Option 2 has already been ruled out. Whatever is decided, he will continue to keep the timings under review. It is hoped that the two churches will have seasonal joint services. He thanked all those who had submitted their views.
8. Pastoral care: there are no changes to report. JK and AMJ had met to discuss this and will meet again after May. The Rector has a list of all parishioners who require visiting and he is in consultation with the Lay Readers also.
9. Young Church: there is a programme of activities until 5 May but this is dependent upon the numbers attending. The Rector is considering the frequency of All Age services and is also considering Confirmation classes.
10. Mission: The Drop-In is continuing well. We were asked that the church be available for Breast Feeding when open. After discussion, it was agreed that St Saviours very much supports this initiative. The Drop In would be accessible for

feeding mothers when open, along with changing facilities. **ACTION: The Rector** will liaise with Kirsten of the local BF Association to ascertain whether they wish to advertise breast-feeding facilities without access to a toilet or nappy changing facilities as the church would be.

The Young Adults Group: JG had previously submitted his report.

11. Treasurer's Report: BL had previously circulated his report. Bill stated that he had made contact with our gardening contractor with regard to snow clearance but had yet to hear back. Green Routes was suggested as a recipient of the Coffee donations and this was approved added to the list for this year. It was agreed that next year's suggestions for the list would be sought from the congregation in good time.
12. Lettings: there are no new lettings currently. It was noted that our lettings poster needs to be updated. **ACTION: AD/AMcD**
13. Fundraising: nothing new for reporting. It was noted that the recent Bingo evening raised over £350.
14. Property: Church cleaning: it was noted that more volunteers are required and a request will be made on the Pew Slip. Church opening: the Rector is happy to help with the Opening of the church as and when required, but a working rota is already in place. It was suggested that a WhatsApp group for the rota would be helpful. **ACTION: LC**

The Vestry welcomed the report from the Property Convenor and noted that the matter of the provision of handrails in the Church W.C. is in hand.

15. Health & Safety: Sylvia's report had previously been circulated. Hand sanitizers: the congregation is to be notified that it is no longer obligatory to provide sanitizer at communion but sanitizer will be available at the church entrance. **ACTION. AD to inform the congregation.**
16. PVG: no report/update.
17. Data protection: no report/update.

Communications: The Diary at the back of church is for information only. It cannot be used to avoid clashes unless and until it includes external bookings. A note will be attached to it in future pointing out that "This is not a Bookings Diary".

ACTION: MP to alert the congregation of its existence.

18. 5 year Plan: The Rector explained that this plan is a 5-10 year strapline, set up to help resource and equip each church in the diocese with four clear aims. The Rector has a template to assist us in formulating our Plan. There is no deadline for this. **ACTION. Rector to circulate template**

19. Environmental Action Plan: it was noted that St Saviours has already signed up for this. A second audit is required and the Rector will discuss this with Elaine Cameron who was previously involved in the Plan. **ACTION: Rector**
20. Date of Next Meeting: Thursday 2 May, 2024 at 7.30pm
21. The Rector closed the meeting with the Grace.