

# Netherlee and Stamperland Church

## Kirk Session

7.30pm on Monday 6<sup>th</sup> February 2023

### AGENDA

Moderator – Rev Scott Blythe

**1 CONSTITUTION**

**2 SEDERUNT & APOLOGIES**

**3 CONFIRMATION OF AGENDA**

**4 DISCUSSION TOPIC: *there being no major single topic we will begin with items of Any Other Competent Business***

**5 WRITTEN REPORTS**

Please provide reports in advance of the meeting to the Church Office

- |      |                           |                                   |
|------|---------------------------|-----------------------------------|
| 5.1  | Communion Roll            | Stuart Buchanan                   |
| 5.2  | Finance Report            | John Montgomery                   |
| 5.3  | Fabric Report             | Iain Alexander                    |
| 5.4  | Sub Committees            |                                   |
|      | Worship & Adult Education | Scott Blythe                      |
|      | Children & Youth Ministry | Helen Illingworth                 |
|      | Mission                   | Alistair Gow                      |
|      | Planning & Communication  | Diane Levey                       |
|      | Pastoral Care             | Marie Wilson                      |
| 5.5  | Correspondence            | Clerk                             |
| 5.6  | Health & Safety           | Iain Alexander                    |
| 5.7  | Food Hygiene              | Barbara Cochrane / Anne MacKenzie |
| 5.8  | Safeguarding              | Bruce Young / Jane Curror         |
| 5.9  | Insurance                 | John Montgomery                   |
| 5.10 | Presbytery Report         | vacant / Alistair Gow             |

**6 PREVIOUS MINUTES**

Kirk Session meeting of 07/11/2022

**7 FUTURE MEETINGS and our next COMMUNION**

- Kirk Session at 7:30pm on Wednesday 8<sup>th</sup> March 2023 (accounts)
- Kirk Session at 7:30pm on Monday 24<sup>th</sup> April 2023
- Stated Annual Meeting at 11:45am on Sunday 26<sup>th</sup> March 2023
- Volunteers (1) for Communion on Sunday 5<sup>th</sup> March 2023
- Committee and Group meetings as per schedules issued

**8 CLOSE**

Anyone wishing to raise a matter under AOCB should advise the Session Clerk prior to the meeting

## Netherlee and Stamperland – Communion Roll – November 2022

---

◇ **Removed from the roll by Death**


◇ **Removed from the roll by Certificate**

	From	To
Alan Henderson	Netherlee and Stamperland	
Victoria Henderson	Netherlee and Stamperland	
	Netherlee and Stamperland	

(N) David & Marion Leslie (Briar Gardens)

◇ **New Members**


## Netherlee and Stamperland – Communion Roll – December 2022

---

◇ Removed from the roll by Death

	Address	Date
Tom Davies	Gordon Drive	09/12/2022
Sarah Sinclair	Three Bridges Care Home	14/12/2022
Betty (Elizabeth) Wright	Strathtay Avenue	
William Brown	Stamperland Drive	

◇ Removed from the roll by Certificate

	To	Date
Adam Walker		26/12/2022

◇ New members

	From	Date

## Netherlee and Stamperland – Communion Roll – January 2023

---

### ◇ Removed from the Roll by Death

	Address	Date
Catherine Bruce	Glenafton Care Home	02/01/2023
Douglas Turnbull	Clarkston Road	09/01/2023
Sheila Clingan	Muir Court	14/01/2023
Netta Davidson	Woodlands Crescent	22/01/2023

### ◇ Removed from the Roll by Certificate

	To	Date
Elaine Best		10/01/2023
Norman Walker		20/01/2023

### ◇ New members added to the Roll

	From	Date

## **Finance Committee Report to the Kirk Session on Monday 6 February 2023**

A brief update to the Finance Report in the January Newsletter. At the Committee meeting on 24 January we tweaked the provisional 2022 figures and the budget for 2023. I enclose the updated schedule which shows both sets of figures. We have a provisional deficit for 2022 of c£15,500 and a 2023 budget deficit of c£23,000. Under the new “Giving to Grow” scheme which replaces the Ministries & Mission allocation our contribution has reduced by £23,000, but we also anticipate a reduction in our income for 2023 of £17,000. The projected deficit is not sustainable.

Our total expenditure for 2023 is some £18,000 lower than last year. We are fortunate that our electricity and gas costs are fixed until September 2023 and March 2024. I understand the CofS is currently reviewing the existing contracts with the current suppliers and others. Prudent inflationary increases have been factored in for other expenditure costs in the budget.

We have been advised that our independent examiner Messrs Clark Andrews Ltd have merged their business with a larger firm of accountants Messrs Martin Aitken & Co Ltd., which while not impacting on their charges for the 2022 accounts may well give rise to increased charges for 2023. We will be monitoring the situation.

We should like to record our grateful thanks to those members who have left legacies to the Church and to those who made special donations in 2022. A total of just under £84,500 has been received (or is in the pipeline) from 6 members. This does not include the £54,900 donated by the congregation to the Raise the Roof appeal.

We are also grateful to those members who have reviewed their Freewill Offering givings in the light of my January newsletter.

John Montgomery  
Finance Convener.  
1 February 2023

Netherlee and Stamperland (Church of Scotland)

General Fund Budget

	Actual 2021	Budget 2022	Provisional Actual 2022	Suggested Budget 2023
<b>Income</b>				
WFO	21,993	21,000	19,500	19,800
Gift Aid	145,914	138,500	125,000	125,500
Ordinary Offering	4,284	4,500	4,575	4,500
Other Donations (+ associated Gift Aid)		0	12,500	0
Tax Recovered	37,377	35,750	32,394	32,500
	<b>209,568</b>	<b>199,750</b>	<b>193,969</b>	<b>182,300</b>
Donations from Congregational Organisations	222	1,800	1,400	1,800
Other Income	1,562	1,800	1,800	1,800
Utility Warehouse Scheme	131	150	160	210
	<b>211,483</b>	<b>203,500</b>	<b>197,329</b>	<b>186,110</b>
Use of Premises	20,923	35,000	28,000	28,000
Transfer from General Trustees	10,840	7,500	6,228	0
<b>TOTAL INCOME</b>	<b>243,246</b>	<b>246,000</b>	<b>231,557</b>	<b>214,110</b>
<b>Expenditure</b>				
Ministries and Mission National Stipend Fund	135,567	151,580	151,580	128,804
Minister Tele/Post etc	1,387	1,400	1,400	1,400
Minister Travel Expenses	1,239	1,500	1,056	1,500
	<b>138,193</b>	<b>154,480</b>	<b>154,036</b>	<b>131,704</b>
Supply	180	540	540	540
Presbytery Dues	14,685	8,947	8,947	8,196
<b>MINISTRY COSTS</b>	<b>153,058</b>	<b>163,967</b>	<b>163,523</b>	<b>140,440</b>
Other Salary Costs	22,885	20,200	19,000	16,000
Professional & Admin Fees	1,500	5,710	4,830	7,250
Repairs and Maintenance	33,607	26,300	15,000	18,000
Cleaning and Laundry	17,295	18,000	15,715	15,500
Council Tax	3,286	3,450	3,380	4,200
Grants to Organisations	0	250	0	250
Heating and Lighting	14,812	18,000	15,000	15,000
Miscellaneous	2,883	3,000	1,450	3,000
Organ and Music	1,662	1,800	1,800	1,800
Printing and Stationery	763	1,800	2,350	2,500
Publicity and Advertising	0	200	60	200
Purchase and Maint of Equipment	0	400	0	400
Rates and Insurance	9,899	10,000	9,600	9,000
Telephone & Post/Church Office Exps	2,623	3,100	3,375	3,500
<b>OTHER COSTS</b>	<b>111,215</b>	<b>112,210</b>	<b>91,560</b>	<b>96,600</b>
<b>TOTAL EXPENDITURE</b>	<b>264,273</b>	<b>276,177</b>	<b>255,083</b>	<b>237,040</b>
Contr. ex Res funds to M & M and Pres. Dues	7,512	8,026	8,026	0
<b>SURPLUS/(DEFICIT) FOR YEAR</b>	<b>-13,515</b>	<b>-22,151</b>	<b>-15,500</b>	<b>-22,930</b>

# **Netherlee & Stamperland Church**

## **Fabric Committee Report**

### **6 February 2023**

All sums include VAT where applicable

#### **Work Completed**

- President Fire Solutions Ltd has completed PAT testing and maintenance of fire extinguishers for £337.
- Wise Property Care has carried out a survey of 109 Ormonde Avenue for £168.
- Access Audio Visual has repaired one of the chancel loudspeakers for £104.
- Diamond Air Conditioning has supplied a spare HSI cable for the boilers for £214.
- Pointer Limited has repaired the fire alarm system for £189.
- NAC Domestic Appliances Ltd has carried out repairs to the manse washing machine for £141.
- Following unsuccessful attempts to fully repair the manse washing machine, a new machine has been purchased, together with a 5-year care & repair warranty, for £809.
- Thomas McMaster & Son Ltd has carried out repairs to the roof and chimney head at the manse for £496.
- PB Locksmiths has repaired the lock on the choir cupboard door for £70.

#### **Work under Consideration**

- Additional handrails to the centre and sides of the main entrance steps.

#### **Roof project**

- Planned project completion now later than planned.
- There will be a separate presentation on progress at the meeting.

Netherlee and Stamperland Church  
Kirk Session – Planning and Communication Committee  
Meeting Tuesday 22 November at 7.30 pm in the Upper Room

**Minute**

**SEDURUNT** B. Cochrane, D. Levey, H. Bryce, M. Lang, M. McFadyean, E. Balfour,

**APOLOGIES** D Henderson, S. Moore, W Povey, J McIntosh

**1. WELCOME** Diane Levey welcomed everyone and opened the meeting with prayer

**2. MINUTES and MATTERS ARISING**

The minutes for September were approved.

**3. FOODBANK**

Marjorie reported that 200 households will receive Christmas parcels which will include £100 Farm Foods vouchers. The coffee fund donation has enabled the purchase of 10 electric throws.

**4. 'COME and SEE' Evaluation**

We discussed the event at length. Views were mixed regarding attendance. Some felt it was what we should have expected but we were able to welcome a number of folks who are not members of our congregation. There was a feeling that we should consider organising such an event again, but wondered if October was the best time of year. June and August were discussed as possible times. We also considered expanding the event to give it more of a 'Community' feel, by perhaps inviting council groups who could give advice etc.. It was suggested that we email groups to see what they would like. We agreed to discuss this further at our next meeting.

**5. Communication of our Christmas Events**

We agreed to produce a poster with all events to be distributed in local shops and to email it to all members. We also agreed to producing a PowerPoint to be played at the start of services during advent. Diane will make the poster and PowerPoint and leave posters for the group to take round shops.

**6. Forthcoming Events**

Barbara and Marjorie are organising catering for the Rock choir concert, Nine Lessons and carols and Kanako's concert on 21 December. They are looking for help to set up and clear up. Thanks, as always, for what they do.

There being no further business, the meeting closed with The Grace.



## **Netherlee and Stamperland Kirk Session**

7.30pm Monday 6<sup>th</sup> February 2023

Location: Netherlee and Stamperland

Safeguarding Coordinator: Bruce Young

## **Report on Safeguarding**

### **Appointment of 2nd Safeguarding Coordinator**

Jane Curror has now fully cleared all the necessary steps in order for the Kirk Session of Netherlee and Stamperland to appoint her as a 2ns Safeguarding Coordinator. This should be confirmed by approval at the Session meeting on Monday 6<sup>th</sup> February 2023.

### **Focus on Training**

A great thanks to all Trustees who attended the Trustee Safeguarding Training course on Tuesday 17<sup>th</sup> January at Netherlee and Stamperland. A total of 37 Netherlee and Stamperland elders attended the session, plus around 10 other elders from neighbouring parishes.

It was a pleasure and honour for our church to host such a session and I thank everyone involved and for attending.

For those elders who didn't sign up or were unable to attend, may I bring your attention again to your obligations as Trustees. Please look at the CoS Safeguarding website to find out where the nearest Trustee training course is being held, sign up and let me know that you will attend/have attended.

I invite you all to follow the links below to both the main Safeguarding section of the Church of Scotland website and also the link to the Safeguarding Committee Report.

[Safeguarding Committee Report](#)

[CoS Safeguarding Training](#)

## New Recruits

Four new recruits have applied for the position of Boys Brigade Officer. The normal CoS recruitment process will be followed with references now being collected prior to PVG checks being made where necessary. Following CoS guidelines, these applicants remain anonymous until they have completed the process fully up to and including PVG checks.

Once these checks have been made it will be brought to the attention of the Kirk Session.

Again, please contact Bruce if you have any further questions on Safeguarding or think that you know of areas that could be looked at/improved.

Bruce Young (Netherlee and Stamperland Safeguarding Coordinator)

### Extract from June '22 Safeguarding Newsletter:

The Safeguarding Committee report to the General Assembly included details of a number of changes to safeguarding training. There are new Safeguarding Learning Pathways for ministers and for other church roles.

The General Assembly also approved that compliance measures be put in place, which includes mandatory training for all those required to attend. Training **must** be undertaken every five years, with best practice being every three years.

We will be updating the training section of the Safeguarding Service web pages in due course with the specific details. In the meantime, please refer to Appendix 1 which starts on page 6 of the [Safeguarding Committee report](#).