

## LOCHGILPHEAD PARISH CHURCH

The Kirk Session met in the church hall on the evening of 11 January 2018. The Rev. Hilda Smith opened the meeting with a short reading from Matthew Chapter 25: 14-23, as it relates to the kingdom of heaven, before formally constituting the meeting with prayer.

### Sederunt

Rev. Hilda Smith (Moderator), Elma Munro, Jim Morrison, Malcolm MacFadyen, Margaret Davidson, May Taylor and Sandy Taylor.

Cathleen MacDonald, Safeguarding Co-ordinator attended for part of the meeting.

### Apologies for Absence:

Edna Armstrong, Fiona Cameron, Frances Fleming, Ian Davidson, Jessie Cranston, Jim Kirk, Margaret Jacobsen and Mary MacDonald,

### 1. Minutes

The minutes of the meeting of the Kirk Session held on 31 October 2107 were agreed; proposed by Margaret Davidson, seconded by Elma Munro.

#### Matters Arising

There were no matters arising, which would not fall to be dealt with in the subsequent business.

### 2. Correspondence

i. Sandy reported that he had received the Statistical Report proformat. He and Frances had spoken in advance of the KS meeting but would seek an update report specifically for these purposes.

**Decision:** Sandy to recover data for completion and submission.

### 3. Reports

#### i. Presbytery

No report

#### ii. Finance (balances as at 31 December 2017)

General	£6,175.02	Youth Fellowship	£292.14
Project	£34,671.27	Social (Hall & Café)	£3,428.62
Fabric	£2,175.		
Benevolent Fund	£46.03		

The annual income and expenditure figures are as shown below for 2017 showing the overall deficit between them. Analysis of these figures will be shown on the Annual Accounts when produced.

Fundraising income of £3,417 and Donations of £2,685 totalling £6,102 has been received this year, plus Gift Aid Tax of £6,628.

FW Offerings remain steady on average £1500 monthly with Open Plate on average around £230 monthly. Regular planned expenditure for D/Ds & S/Os is around £2750 monthly; therefore we can still expect a shortfall of approx. £1000 per month without fundraising or extraordinary income.

### iii. **Safeguarding**

Cathleen reported on a recent meeting of the Safeguarding Panel which met to review the current safeguarding arrangements in place relative to church activities, groups etc., for example, Messy Church and the Sunday Club.

The Panel heard from Cathleen on her appraisal of the current arrangements and '121' advice on the protection, which should apply relative to our church activities. Foremost amongst this advice was the need for those involved to hold a valid PVG approval and that the Sunday Club should be 'staffed' by a minimum of two qualified leaders.

Having discussed how these activities should be supported or 'staffed', the Panel went on to explore the PVG status of those members of the congregation who are involved with Messy Church, Sunday Club etc. and to identify other members who require to be PVG'd.

#### **Decisions:**

Having received the recommendations of the Panel, the Kirk Session agreed that:

- The Sunday Club will be 'staffed' by two PVG'd leaders at all times.
- A rota will be drawn up indicating who will 'staff' the Sunday Club each fortnight. (This will require a commitment from the Sunday Club leaders and members of the congregation).
- In the event that there is only one PVG'd leader available, the Sunday Club will move into the church on that day.
- Recognising that there are too few members who have a PVG certification, the Sunday Club should not run until all leaders have completed the PVG application process.

The Kirk Session asked that Cathleen:

- i. Review who (in the church) should benefit from a PVG certification and issue application forms/amendment forms as required
- ii. Check with Doreen Henderson whether those helping at Messy Church and church organists require to be PVG'd.

### iv. **Outreach**

No report

### v. **Fabric**

#### **Works Approved At The Last Kirk Session Meeting**

Duncan Hunter Ltd has carried out the roof repairs to stop the leak above the front entrance door. They have still to repair the entrance to the car park.

#### **Essential Fabric Repairs to Church**

Ian confirmed that he had today received confirmation from the General Trustees of their approval for the repair works, and also that they are prepared to award an initial grant of £10,000 towards the cost. This will now enable us to progress with applications to other bodies. Ian to arrange for the Property Committee to meet with John Gleeson, conservation architect, to discuss necessary work, tenders etc.

#### **Health and Safety**

The General Trustees recommend that each congregation should have a Health and Safety Policy and have provided a Toolkit to assist in the preparation of the Policy. A Draft Policy, including a Fire Risk assessment will be considered at the next meeting of the Property Committee.

The completed Health and Safety Policy will be tabled at the next Session Meeting.

#### **Decisions:**

1. To purchase a suitable stepladder for use in the hall for working at height at a cost of approx. £150.00.
2. To purchase a trolley to move stacked chairs at a cost of approx. £90.00.

The risk assessment approach has highlighted two issues, which need be addressed relative to Working at Height and Manual Handling.

#### Electrical Installation Certificate

Presbytery recommend that the electrical installations in church property be inspected and any recommendations acted on every five years. The old Manse and the Hall are up to date and certificates are on file. However, Ian advised that the installation in the church has never been formally inspected. Accordingly, he has asked Clark Electrics Ltd. and M & K McLeod to provide a quotation for carrying out this inspection.

Ian acknowledged that one of the heating circuits is faulty and would expect the inspection will highlight this and other issues which may need to be addressed given that the installation in the church is nearly thirty years old.

#### Water Penetration Above Window In Hall

At the last Session Meeting, Ian indicated that he was confident that the problems of water penetration had been resolved, given that there had been no evidence for more than 18 months. Unfortunately, over the past few weeks there are signs again of rainwater ingress. Ian has asked a contractor to carry out an inspection of the roof, lead flashing and skews above the affected area to try to establish the source. If the result of this inspection should highlight a defect in the previous contractors work (although he doesn't anticipate this to be the case) Ian will speak to M&K McLeod.

#### vi. *Congregational Roll*

Sandy said that he had looked at the list recently in light of some funerals during the past year and would consult with Frances regarding the preparation of our report to '121'.

#### vii. *Social Committee Report*

Arrangements are in hand for the Burns Supper on 3<sup>rd</sup> February and to recruit organisers for a number of Coffee Mornings to be held in 2018.

#### viii. *Malawi Twinning Group*

No report as such, however, Hilda advised that Group were looking to invite members of the Lilongwe congregation over to Mid Argyll in May.

#### ix. *Moving On – Mid Argyll (MO-MA)*

Sandy spoke to the current demand for food parcels and starter packs, and the early consideration of a school uniform bank. Sandy reported on the number of Xmas gift packs passed on to local families, in need. He thanked both a number of local individuals, churches and the Co-op for their support at this time.

### 4. **Path of Renewal**

Hilda gave the Kirk Session an update on our status and progress within the Path of Renewal Initiative.

- LPC has been formally accepted into the Path of Renewal family
- Hilda is to attend a Minister's Conference in Aberfoyle later in the month (16-18 January).
- We must now give thought as to how we move forward, as a missional church. We need to identify a group of people to take this forward.
- Hilda will forward some thoughts with a view to our developing ideas of what we want to and need to do ... at our next Kirk Session.

### 5. **Worship**

Hilda will be attending the Renewing Ministry on 12-16<sup>th</sup> February.

Martha's Baptism will be on 11 March. (No date for Jack's Baptism as yet)

Hilda reported/confirmed the appointment to Kintyre Hub Ministry from Monday 15<sup>th</sup>.

