

ABBOTSHALL PARISH CHURCH OF SCOTLAND, KIRKCALDY
CONGREGATIONAL BOARD

Kennedy Hall

Thursday 29th January 2015

The Congregational Board and Trustees meeting was constituted with a prayer.

Sederunt:

Present were the Minister in the chair and 20 Board Members. Apologies received from 8 Board Members and Trustees Mrs A. Moyes and Mrs. R. Wright.

Minutes:

The minutes of the meeting held on Thursday 25th September 2014 were approved without change.

Matters Arising:

Water Rates – At the meeting on 27th March the Board were advised that Churches currently do not pay water rates but this exemption ends in 2015. Petitioning on this matter has been successful. Charities including churches with incomes below £200k per year will continue to be exempt from paying water rates. The Treasurer has received a letter advising that an exemption will apply until 2016. An email was sent requesting our inclusion in the “exemption database” from April 2015.

Action: Closed

Guide Groups payment for hire of Church Hall – The guide groups have all agreed to contribute to the rental for the Church Hall as follow: Rainbows £276, Brownies per annum £333 per annum & Guides £400 per annum. The Brownies have the money set aside and ready to pay in full, the Guides have already paid £125 with the remainder to be paid in instalments. The Rainbows will be pursued to pay their contribution. The Brownie Leader requested that if the Halls rental is to be increased they be given as much notice as possible.

Action: Euan Fraser

Alarm System - At the Meeting on 25th September 2014 the Board were advised that the Insurers had indicated that they may recommend installing an alarm system and painting drain pipes and gutters with anti-climb paint. No further information on this has been received to date.

Action: Closed

Central Heating Boiler for Halls - At the Meeting on 25th September 2014 the Board were advised that after the break-in the central heating boiler was returned to service but no longer complies with new regulations with regard to ventilation and exhaust ducting. Boiler can be operated for a short period but must be replaced as it is now in breach of new safety regulations. Estimated cost of replacement is £3.5k plus VAT. The Board gave the Property Convenor approval to obtain quotes for installing a replacement boiler and to progress with replacement.

Quotations for installing a replacement boiler have been requested from 6 companies. To date only 2 have responded. 26th February is the closing date for receipt of quotations.

Action: Property Convenor

Consideration is to be given to raising funds for the replacement boiler through a special fundraising campaign. This will be considered post the installation of a new Central Heating Boiler.

Action: Closed

Rental Charges for Halls - At the Meeting on 25th September 2014 it was submitted that 2015 budget should consider increasing charges for the use of Halls though consideration should be given to ensuring that organisations ability to pay should be taken into account.

As the 2015 budget has already been prepared without any increase being intimated to organisation that any increase should be deferred until time for the preparation of the 2016 budget

Action: Closed

Trustees Annual Report & Financial Statement for 2014:

Copies of the Trustees Annual Report and Financial Statement for the year ending 31st December 2014 (Draft 2) was distributed to all Trustees present. The Treasurer highlighted the information contained on each page of the Report and Financial Statement.

- The Financial Statement showed a year end surplus of £6,600 over expenditure;

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- Reserves Policy this had previously been set at £85K and he recommended that this figure should be maintained. The actual reserve shown at end of 2014 is £84,559;
- Voluntary Income Sources and amounts received described in detail;
- Expenditure and Staff costs were explained;
- Pointed out that War Bonds bequeathed to the Church will be redeemed at face value in March 2015;
Q: Could the money received be invested in Government Bonds;
A: This will be considered;

The Trustees agreed that the Financial Statement for year ending 31st December 2014 (Draft 2) should now be submitted to the Independent Examiner for examination.

Finance:

The Treasurer presented an “Analysis of Funding” for the 6 years 2009 to end 2014, showing the income sources, expenditure, gains/losses and funds remaining at end of each of the years. The Treasurer pointed out that despite a falling role of members the level of giving had increased per household.

The point was made that some of the excess funds remaining at end of 2014 was due to giving less to charitable organisations such as KART and Street Pastors.

A: The subject of donating to charitable organisations will be open to discussion when setting the 2015 Budget.

The Trustees wished to record their thanks to the Michael Family, Jane and Jim Gilmour and all those who had helped to make the fund raising concert such a success.

The Trustees expressed their thanks to the Treasurer for his hard work in once again preparing the Financial Statement and his work in maintaining the accounts throughout the rest of the year.

Budget 2015:

A copy of a draft budget for 2015 was distributed to Trustees. The Treasurer reported that this first draft of a budget indicated a deficit of £10K based on cautious estimates of income and incomplete fabric costs. The Finance Committee, along with the Property Convener, will draw up the next budget draft for Trustees’ consideration.

Action: Treasurer

The point was made that some of the excess in income shown in 2014 was due to not giving to KART. It was proposed and agreed that a donation of £1k should be made to KART early in 2015.

Action: Treasurer

Property & Halls:

The Property Convener gave an overview of maintenance work carried out to the end of 2014. This work consisted primarily of statutory testing and inspections and the upgrading of the Church toilet.

Thanks were expressed to Jim and Jane Gilmour for their work in redecorating the refurbished toilet.

The Quinquennial Survey of Church property is due this year.

Proposed Maintenance in 2015;

The Property Convener provided an overview of proposed maintenance required in 2015 consisting of;

- Routine and statutory maintenance in accordance with the rolling 5 year Maintenance Schedule.
- Masonry repairs and removal of vegetation
- Extraordinary maintenance consisting of replacing the condemned Halls Boiler;

Halls:

The Property Convener advised that:

- 2014 had been a good year for Hall lets;
- All organisations and groups have renewed their contract for use of the Halls in 2015 except for the Gamers;
- The Halls have been booked for use as a Polling Station for the General Election in May at an increased rental;

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Organisations Reports:

No reports

Other Reports:

No reports

AOCB:

The Minister advised that the Presbytery Local Church Review Group had met with the Management Committee and now required to meet with the Session on three further occasions to discuss Planning. The Review Group will attend Session Meetings on 21st February, 19th March and 22nd April. These Session meetings will commence at 1900 hrs.

The next Board meeting will be held in the Kennedy Hall on Thursday 26th March 2015 at 1930 hrs.

There being no further business the meeting was closed with the Grace.

Chair

Clerk