

ABBOTSHALL PARISH CHURCH OF SCOTLAND, KIRKCALDY
CONGREGATIONAL BOARD

Kennedy Hall

Thursday 31st March 2016

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

Sederunt:

Present were the Minister in the chair and 15 Trustees and Board Members. Apologies received from 8 Trustees and Board Members.

Minutes:

The minutes of the meeting held on Thursday 04th February 2015 were reviewed and approved without change

2015 Accounts:

The Treasurer advised that the 2015 Accounts have been examined by the Independent Examiner and returned for some minor changes to the layout of the document and now requires to be re-signed by the Session Clerk. The accounts will then be returned, by 5th April, to the Independent Examiner for his signature. They will then be sent to Presbytery and 121 George Street. OSCR will be sent a set of the accounts by 31st August, they will only acknowledge receipt.

The Board and Trustees accepted that the accounts should be resigned by the Session Clerk and Treasurer.

This ended the Trustees Meeting.

Matters arising from last meeting:

Copyright: At the Board Meeting on 18th June 2015 Bruce Farrell advised that Copyright Licence rules have changed over the last 5 years regarding the use and distribution of material and information by Churches. He recommended that a group consisting of himself, the Organist and Choir Director should investigate and confirm compliance with Copyright Licence rules.

Action: Bruce Farrell

Insurance: At the meeting on 29th October 2015 the Property Convenor advised that Organisations were from now onwards is required to submit a copy of their insurance cover together with the rental agreement. The Church web site and letting forms have been amended to advise of the requirement to show written proof of insurance cover;

All organisations have now been requested to submit a copy of their insurance policy. This is proving difficult to see evidence of the policies. Suggestion were made that organisation could be given a guide figure for insurance. It was further suggested that during visits to the Organisations that insurance policies should be requested. It was agreed that evidence of liability insurance must be produced or an organisation could not be allowed to continue to use the Halls.

Action: Property Convenor

Wedding charges: At the meeting on 04th February the Minister and Treasurer advised that an increase to wedding charges for 2017 should now be identified.

Action: Minister & Treasurer

Organisations Visit Coordinator: At the meeting on 04th February it was intimated that Diane Murray is retiring from the Board and at the same time is withdrawing from the role of Organisations Visit Coordinator. A replacement for this role is sought. There were no volunteers at this time. An email will be sent to all Board Members asking for a volunteer.

Action: Session Clerk

KART Bake-off: At the meeting on 04th February it was intimated that KART are planning to hold a Bake-off to raise funds in support of their work. It was agreed that Abbotshall church would donate the proceeds of a coffee morning to assist the KART fund raising initiative. A sum of £175, from the last coffee morning, has been donated to KART.

Action: Closed

Souper Sunday: At the meeting on 04th February it was intimated that Souper Sunday would be on Sunday 13th March. The Session Clerk would approach Members to participate in the service and

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providing soup after the service. Members had been approached and participated in both service and the provision of soup.

Action: Closed

Finance Report:

A copy of the 2016 Budget Report was distributed showing the actual income and expenditure up to 27th March and the estimated figures for the rest of 2016.

The Treasure advised that the report shows an income of £23,995 and an expenditure of £19,557 to the end of March, an excess income, year to date of £4,438.

The Treasurer advised that:

- Income and expenditure will continue to be monitored carefully as the estimated expenditure to year end could exceed income by £11K;
- Year to date 137 households have contributed to the income of the Church and 168 household had contributed by end of 2015;
- A donation of £652 had been received in a letter from Lord Stewartby after he had visited his family grave some two years ago;
- Proposal made to use the donation from Lord Stewartby to update the Abbotshall Church web site;
- The Web Site Calendar problem has now been rectified.

Property & Halls:

The Property Convenor sent his apologies as unable to attend this Board meeting. He submitted a note advising that:

- Church, Halls and Manse maintenance was all up to date;
- The problem with mice in the Halls is being addressed with bated traps having been placed around the and under the Stage area;

Health and Safety:

No health and safety matters to report at this time;

Organisations Reports:

No reports at this time;

AOCB:

Quinquennial Assessors: Jim Gilmour reported that the Presbytery is appointing a new Surveyor for future quinquennial surveys of Church properties.

The Minister commended the Church of Scotland Web site as containing interesting news and report.

Next Meetings:

The Annual Stated Meeting of the Church will be held, after the Service, on Sunday 17th April.

The next Board meeting will be held in the Kennedy Hall at 1930 Hrs on Thursday 30th June 2016

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

Chair

Clerk