

DRAFT Minutes of the Congregational Board Meeting of Kilfinichen, Kilvickeon and the
Ross of Mull

Thursday 6th December 2018, Bunessan Church Meeting Room

1. **Welcome and Sederunt:** Rev. Jenny Earl (Minister/Chair), Mrs Gillian Morley (Treasurer), Mrs Alison McKenzie (Clerk to the Board), Mrs Linda Dawson (Session Clerk), Mrs Emily Lawson, Mr Andrew Smith, Mrs Anne Smith, Mrs Linda Cameron, Dr. Andrew Todd.

In attendance: Mr Martin Caldwell (Health and Safety advisor), Mr Jonathon Knight.

2. **Apologies:** Mr George Macfarquhar.
3. **Constitution:** The meeting was constituted with an opening prayer by Rev. Jenny Earl.
4. **Approval of agenda and declaration of items not on the agenda:** Agenda approved, one item added **7.1 Health and Safety**
5. **Approval of minutes - 30th October 2018:** These were read out and approved as accurate record (deletion of Dr. Andrew Todd being the Local Assessor Elder recorded), proposed by Mrs Linda Dawson and seconded by Mrs Gill Morley.

6. **Finance Report**

- 6.1 **Update on current position:** Gill Morley stated that the financial position was very similar to that at the end of October and the Treasurer anticipated that the year end figure would be broadly in line with the previous two years for Unrestricted Funds (a little over £8000), providing there was no major unexpected expenditure.

The sum of £736 has been recovered in Gift Aid from HMRC and a further claim would be submitted shortly for 2016/17.

The insurance policy on the two churches and the Manse has been due for renewal at the end of November with an annual premium of £1508; this was slightly lower than 2017/18 and included the previously agreed national contents cover for the Manse.

- 6.2 **To agree definition of St. Ernan's designated fund:** Gill Morley issued a statement/ definition, and all agreed. The statement read - Donations received **specifically** identified as being towards the refurbishment of St. Ernan's Church, Creich, shall be held as a restricted fund to be used for fabric costs *only* and excluding recurring costs such as insurance and energy. Expenditure shall be subject to the approval of the Congregational Board in accordance with standard practice.

A record of donations shall be maintained. Individual donors shall only have the right to reclaim their contributions should any agreed refurbishment not proceed.

- 6.3 **To appoint Independent Examiner for 2018 accounts:** After brief discussion it was agreed to invite Mrs Rona Lyndsay to be the independent Examiner for the 2018 Accounts.

It was agreed that donations raised from *Coffee and Carols* will go to the homeless charity CRISIS this year.

7. Property Report

- 7.1 **Health and Safety:** Martin Caldwell produced and issued a copy of the Risk Register and Action Plan. The document highlights six areas of risk and the consequences that each would entail. If all areas are looked at and graded, we can be satisfied.

After looking through the register it was suggested by Gill Morley that we could use titles, such as property convenor, instead of people's names. Alison McKenzie to make changes to this document, which Martin Caldwell will email.

8. Matters arising

- 8.1 **Fund-raising ideas and visions for the churches:** Board members gave fund-raising ideas and drawings/diagrams of both churches, which were then swapped amongst the board. Many interesting discussions about visions were held and level of costs that some projects could entail were brought up. Linda Cameron gave a list of ideas that she had also thought of and informed the board that the organ has now been removed from the vestry. All ideas and drawings were then given to Linda Cameron, who will take to these back to the St. Ernan's group for further discussions.

The Title Deeds are needed to seek clarity, which are still trying to be obtained.

9. **Any other business:** None.

10. **Closing prayer:** The meeting was concluded with a prayer from Rev. Jenny Earl.

11. **Time and date of next meeting:** Board meeting to be held on Tuesday 12th March 2019, at 2pm, Bunessan Church.

Minister:

Clerk:

Date: