

	<p style="text-align: center;"><b>Stonehaven Fetteresso Church Kirk Session meeting</b></p> <p style="text-align: center;"><b>Minutes of Meeting Thursday 16<sup>th</sup> February 2023; 7.30 pm; ZOOM meeting</b></p>	
No.		Actions
1	<p><b>Constitution</b> The meeting was constituted with a prayer by the Rev. Mark Lowey</p> <p><b>Present</b> Rev. Mark Lowey, Robert Bell, Hazel Bell, Andrew Boggon, Janice Boggon, Lesley Clark, Neil Clark, James Dickinson, Frank Dunn, Sandra Dunn, Linda Lawton, Scott Martin, David MacDonald, Joan MacDonald, Ian MacKenzie, Alistair MacLean, Barbara MacLean, Fiona MacPherson, Gloria Potter, Roseanne Shewan, Peter Webster, Matt Sinar (youth and children's worker)</p> <p><b>Apologies</b> Christine Anderson, Susan Jenkins, Dick Jenkins, Alison Dyson, Sarah Dickinson, Len Montgomery, Allan Murray, Marieke Wood</p>	
2	<p><b>Minutes</b> The Minutes of 26<sup>th</sup> January meeting were circulated earlier and approved by Ian MacKenzie and seconded by Neil Clark</p>	Noted
3	<p><b>Matters Arising</b></p> <ol style="list-style-type: none"> <li>1. Roseanne Shewan has continued work as pastoral support worker, funded by Fetteresso, as unanimously agreed at session meeting of 26<sup>th</sup> January. Previous funding by C of S expired on 4<sup>th</sup> February,</li> <li>2. A wide ranging discussion occurred over possible fundraising. Fetteresso is predicted to run at a financial deficit of around £10,000. It was agreed that this was not the right time to ask the congregation to consider increased giving. The weekly open plate will recommence in the coming weeks and the opportunity to raise awareness of the current financial position of the church can be raised after the AGM.</li> <li>3. Monthly communion services will start in March. It is recognized that a lot of preparation is required. We will do communion every month, including summer months. Session are committed to serving in this area and supporting those organizing communion.</li> <li>4. Mark has found joining various team meetings helpful to get to know the elders and members, and also getting to know what is being discussed and decided on the session teams and has therefore asked to be invited to all of the various team meetings for the next year or two.</li> <li>5. The issue of whether we should appoint new elders was discussed. After a wide ranging discussion it was agreed that this was maybe not the right time. Session are still</li> </ol>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

	<p>keen to appoint new elders at the right time and through the proper processes. The Session Clerk and the Minister will produce a 'procedure for appointing new Elders' for approval at the next Session meeting. We will also discuss what would be the right time for appointing new Elders before the summer recess.</p>	
4	<p><b>Correspondence</b></p> <p>A letter from Legion Scotland was received and circulated beforehand. David MacDonald offered to represent Fetteresso, the Elders were delighted to have David represent us.</p>	Noted
5	<p><b>Reports</b></p> <ul style="list-style-type: none"> <li>• Community</li> </ul> <p>Alistair MacLean circulated a report and talked through some of the items. Here are the main points.</p> <p>Aims for this period</p> <ul style="list-style-type: none"> <li>• Continue to organize events to encourage members and non-members to attend activities in Fetteresso Church.</li> <li>• Provide welcome stands at entrance areas to improve information about all groups and their activities held inside / outside the church buildings.</li> <li>• Provide social opportunities for people to celebrate the King's coronation weekend in May 2023.</li> <li>• Continue with provision of film days to attract families and persons in our community.</li> </ul> <p>What achieved/being done?</p> <p>At our meeting on 7<sup>th</sup> February 2023, we outlined a draft outline of events for Easter and for the May Coronation holiday weekend:</p> <ul style="list-style-type: none"> <li>• Easter family film • Young children party in hall (May)</li> <li>• Monday 8th May Afternoon tea in church Last year the young children day hall party had a great atmosphere and attracted many families.</li> </ul> <p>Decisions to be made:</p> <p>a) Involvement from catering team</p> <p>b) Liaise with Property Team (Dick) Future plans/steps to be taken Provision of welcome stands at church and hall entrances.</p> <ul style="list-style-type: none"> <li>• Safeguarding</li> </ul> <p>Safeguarding circulated 2 reports ahead of the meeting</p> <ul style="list-style-type: none"> <li>• C of S report-Managing those who pose a risk</li> <li>• Fetteresso February 2023 report, copied below</li> </ul> <p>1. SG 7 Congregational Register and SG 11 Audit have been completed and are ready for attestation. Ian MacKenzie will say a few words about the audit in respect of training and the process of the audit.</p>	<p>Noted</p> <p>Noted</p>

	<p>2. 2. Issues Arising from audit. A discussion took place on Question 13 between James Dickinson, Roseanne Shewan and Gloria on the safe recruitment process and we agreed that this is a work in progress.</p> <p>3. Discussion took place with Alison Mackenzie, Ian Mackenzie and Gloria on Question 8 regarding the policy for managing those who pose a risk (sex offenders) and procedures for their safe inclusion in worship and church activities. Gloria described the policy and process and would see to it that the annual circulation of this would go to session members with the report.</p> <p>4. Training registers are now with Sarah Houston who will take the lead in this area this year. A plan for the new training calendar has been discussed and it is hoped that this will come into effect very soon to enable more access to training opportunities.</p> <p>5. Alison MacKenzie took part in the audit this year and will take the lead on administering the next audit with elders in February 2024.</p> <p>6. The Safeguarding notice board has this year been maintained by Kate Ellix who has taken the lead for this work.</p> <p>7. Janice continues her sterling work on PVG, Gloria on administration and support to individuals and groups. The safeguarding forum, James Dickinson, Alison Dyson and Doreen Seery have met either by zoom, in person or in e-mail correspondence to discuss policy and practice in relation to a number of areas including safeguarding and domestic violence and Integrity. As ever thanks are due to our many volunteers in Fetteresso who work in so many ways to promote and sustain a safe place for all</p> <p>The session clerk presented a certificate entitled “ SAFEGUARDING CONGREGATIONAL REGISTER. Volunteers and paid staff doing regulated work with children or protected adults” As at 31<sup>st</sup> December 2022. Number of names on register 95. The Certificate is signed by the Minister and Session Clerk. Session approved the register.</p> <ul style="list-style-type: none"> <li>• Staffing</li> </ul> <p>Andrew Boggon announced that Ailsa Conkey has given notice of her resignation, her last day will be 7<sup>th</sup> April. Andrew expressed thanks on behalf of the Staffing Team for Ailsa’s hard work as Administrator for Fetteresso Church and pointed out that given the circumstances, Ailsa’s husband, Rev. Hugh Conkey, is retiring from ministry and Ailsa and Hugh will be moving out of the area. Andrew, on behalf of Session, thanked Ailsa and wished Hugh and her best wishes for the future. Ailsa will be thanked in person on behalf of Session in due course.</p> <p>Given the time period to recruit a replacement to this role Andrew Boggon asked the Session if he could begin that process immediately. Ailsa has offered to give some time between her leaving in April, and the move in Summer, to shadow her replacement for up to 2 days per week. Session gave the staffing team approval to recruit a replacement. More details to follow. Session approved this request.</p> <p>Andrew also reported that the contract for the Pastoral Worker had been drafted, checked by the Treasurer and was verbally approved in the meeting by the session Clerk and the Moderator.</p>	<p>Noted</p> <p>Noted</p>
6	<p>AOB</p> <p>Two matters came in at late notice</p>	<p>Noted</p>

	<ul style="list-style-type: none"> <li>Dick Jenkins circulated a report on Fetteresso's role in Stonehaven resilience planning, and asked session to approve 2 items.</li> </ul> <p>1. Do we wish to stipulate, as advised by the Church of Scotland, on charging costs for use of the hall to be used as a refuge?</p> <p>2. Are we willing to pay to change the central heating pump (£1000) to make it suitable for use with a small generator? Session approved both items</p> <ul style="list-style-type: none"> <li>In November 2022, Elizabeth Porter submitted an Email suggesting we change the use of the external notice boards, to include a wayside pulpit display. Elizabeth has submitted some more information. It was agreed that the minister and session clerk will discuss this before next session meeting</li> </ul>	Noted
7	<p><b>Next Meeting –</b></p> <p>Thursday 16<sup>th</sup> March in person, at the church, 7.30 pm.</p> <p>Matt Sinar, the Youth Worker, closed the meeting with prayer.</p>	