

**Minutes of the Congregational Board Meeting of  
St Stephen's & West Parish Church, Broughty Ferry  
held on Wednesday, 23 March 2016  
Scottish Charity No. SC003714**

**PRESENT** The Minister opened the meeting with prayer and presided over Mrs Allan, Mrs Grinyer, Mrs Martin, Mrs McNicoll, Mrs Murray, Mrs Mussen, Mrs Oakley, Mrs Rough and Mrs Thomson and Messrs. Allan, Brewster, Cowan, Grieve, Grinyer, Justice, Mackenzie, Matheson, Raffan, Ross and Smith.

**APOLOGIES:** Apologies for absence had been received from Mr Griffiths, Mrs Masson, Mr McPherson, Mr Muir, Mrs Parry-Richards, Mr Wakefield and Mrs Watt.

**MINUTES:** The minutes of the Board meeting held on 3 February 2016 having been previously circulated, were taken as read and approved.

**ELECTION OF OFFICE BEARERS:** The following Office Bearers and Committee Members were elected for the coming year:

Chairman:	Rev Keith Hall
Clerk to the Board:	Mrs Toni McNicoll
Depute Clerk to the Board:	Mr Ron McPherson
Treasurer:	Mrs Toni McNicoll
Roll-keeper:	Mr Alan Justice
Auditors:	Henderson Loggie
 <i>Finance Committee</i>	 <b>Mrs Toni McNicoll (Convener)</b> Mr John S Cowan Mr John A Grieve Mr Peter Wakefield Mr Ronald McPherson
 <i>Garden Committee</i>	 <b>Mrs Beatrice Martin (Convener)</b> Mr Ron Raffan Mr Robin Little
 <i>Hall Committee</i>	 <b>Mr Ronald McPherson (Convener)</b> <b>Mrs Beatrice Martin (Co-ordinator)</b> Mrs Jill Oakley Mrs Shirley Thomson Mrs Shirley Grinyer
 <i>Magazine Committee</i>	 <b>Mr Norman Allan (Editor)</b> Mrs Hazel Allan
 <i>Fabric Committee</i>	 <b>Vacant (Convener)</b> Mr George Muir Mr Alastair MacKenzie Mr Kenny Matheson
 <i>Social Committee</i>	 <b>Mrs Hazel Allan (Convener)</b> Mr Norman Allan Mrs Sybil Rough Mrs Shirley Grinyer Mrs May Masson

The Minister, Session Clerk, Clerk to the Congregational Board and Treasurer ex-officio all committees.

**FABRIC COMMITTEE:** Nothing to report.

**GARDEN COMMITTEE:** Nothing to report.

**HALL COMMITTEE:** Nothing to report.

**SOCIAL COMMITTEE:** Nothing to report.

**FINANCE COMMITTEE:** Toni McNicoll spoke to the accounts for the year to 31 December 2015 which had been audited and agreed by Henderson Loggie and previously distributed to the Board.

The accounts reflected the revised Receipts and Payments style as approved by the Board and a consequence of this was that the figures for 2014 had to be restated. The adjustments were presented in the Brief Comparative Analysis. 2015 showed a deficit of £8,669 against a broadly breakeven position in 2014. Alan Justice ask the Treasurer to produce a pared down budget stripping out extraordinary items so that the Board could gauge the baseline financial position and consider efforts to rectify the deficit.

The Treasurer advised that she would come back to the Board in May or September with proposals to close some of the individual funds in the accounts.

The accounts were proposed and seconded by Mrs Grinyer and Mr Justice.

**AOCB:** The Minister reminded the Board of the Annual Stated Meeting on 3 April which would be followed by a Soup and Sandwich lunch. Rev Fraser would take the service in St Mary's in order that the Minister could remain with us. The Minister would also be taking the Communion Service on 24 April.

The Minister advised the Board that he had had to disappoint a family who had requested a Baptism at the end of June because of the timings of the united services with St Lukes and Queen Street. He was keen to see a return to the original July and August dates for 2017.

Finally, he reminded the Board to ensure that all members and visitors were aware that all services, summer or winter, start at 10am. The only exception was Remembrance Sunday starting at 10.50am.

**DATE OF NEXT MEETING:** Wednesday, 18 May 2016 at 7.00 pm.

There being no other business the meeting closed with the Benediction.

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Rev Keith F Hall

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Clerk to the Congregational Board