



# The Presbytery of Lanark

## 6<sup>th</sup> September 2016

### PRESBYTERY PAPERS

**The Presbytery of Lanark will meet for the Sacrament of Holy Communion and thereafter for Ordinary Business on Tuesday 6<sup>th</sup> September 2016 at 7pm at Carluke: St. Andrew's Parish Church.**

The following is the Draft Agenda:

#### **AGENDA**

1. Sacrament of Holy Communion & Installation of Moderator, 2016-2017
2. Constitution
3. Welcome to new Members and Visitors
4. Thanks to retiring Moderator
5. Approval of the Agenda
6. Minutes
7. Decisions taken under powers (Summer recess)
8. Decisions under Delegated Powers
9. Roll of Presbytery
10. Correspondence
11. Good News Stories
12. Report of the Business Committee
13. Report of Property Committee
14. Report of Congregational Development Committee
15. Report of Ministries Committee
16. Report of the Congregational Support Committee
17. Report of Finance Committee
18. Intimations
19. Adjournment:  
The Presbytery adjourns to meet in hunc effectum for the induction of the Reverend Elspeth Jane MacLean to the charge of Forth: St. Paul's on Monday 26<sup>th</sup> September 2016 at 6:45pm in Forth: St. Paul's Parish Church and for Ordinary Business on Tuesday 4<sup>th</sup> October 2016 at 7 pm at Lanark: St Nicholas' Church Hall.

#### **INTIMATIONS**

##### **Year Book Corrections:**

Rev Dr Elijah Obinna's telephone number is 01555 752389.

Mrs Anna Lumsden's email address has changed to john.lumsden1@icloud.com

**Upper Clyde: Presbytery Elder** – Hazel Sharpe; 'Rigdale', Abington, Biggar, ML12 6SQ Tel: 01864 504198; Email: dalerig59@gmail.com

## **COMMITTEE REPORTS**

### **Decisions taken under powers (Summer recess)**

The following decisions have been agreed under powers agreed by the Presbytery of Lanark on 21<sup>st</sup> June 2016:

#### **14<sup>th</sup> July 2016**

*Presbytery-*

1. Approve the names of Mr Ewan Easton, Mrs Fiona Hannah and Rev Helen Jamieson to be the Presbytery representatives on the Transition Support Group for Kirkmuirhill.

#### **5<sup>th</sup> August 2016**

*Presbytery-*

1. In light of Rev Lorna MacDougall now residing within the bounds of the Presbytery of Lanark and having been placed by Ministries Council in Carluke: Kirkton for her final placement in the process of training to become a full time Minister of Word and Sacrament; and having been assured by the Presbytery of Falkirk that Miss Macdougall leaves in good standing; and in terms of section 19(1) of Act X, 2004 (as amended) agree to transfer the supervision of Rev Lorna MacDougall to the Presbytery of Lanark with immediate effect.
2. In light of Mrs Elizabeth Muir, elder at Carluke: St. Andrew's having been appointed as an Interim Moderator within the Presbytery agree to Mrs Muir becoming an additional elder from 1<sup>st</sup> July 2015.

#### **11<sup>th</sup> August 2016**

*Presbytery-*

1. Appoint Rev Mike Fucella as convenor of World and Community Issues Committee and approve the membership of committees for the Presbytery of Lanark for session 2016-2017 (appendix 1).

#### **16<sup>th</sup> August 2016**

*Presbytery-*

1. Approve grants of £250 each for the academic year 2016-2017 to Mrs Valerie Chalmers and Rev Lorna MacDougall, candidates in training for ministry of Word and Sacrament.

### **Decisions under Delegated Powers**

The Clerk has been duly informed that the Vacancy Procedure Committee agreed under delegated powers:

#### **Law Parish Church (27<sup>th</sup> July 2016)**

*Presbytery-*

1. agree that the congregation of Law Parish Church are permitted to form a nominating committee of 7 people; and that an Advisory Committee comprising Rev Maudeen Macdougall (Convenor), Mr Graham Chapman and Mrs Mairi Somerville be appointed with immediate effect.

#### **Forth: St. Paul's Parish Church (16<sup>th</sup> August 2016)**

*Presbytery-*

1. having received all relevant papers relating to the vacancy in Forth: St. Paul's Parish Church including:
  - voting papers and a signed declaration of election result whereby 82 members voted for and 0 voted against electing the Reverend Elspeth Jane MacLean as minister of Forth: St. Paul's Parish Church;
  - a call to the Reverend Elspeth Jane MacLean subscribed by 212 members of Forth: St. Paul's Parish Church with 34 signing a paper of concurrence

agree that the call to the Reverend Elspeth Jane MacLean of Tiree Parish Church to the congregation of Forth: St. Paul's Parish Church be sustained, with the induction of the said Reverend Elspeth Jane MacLean to take place on Monday 26<sup>th</sup> September 2016 at 7pm in Forth: St. Paul's Parish Church.

The Clerk has been duly informed that the Ministries Committee agreed under delegated powers:

#### **Candidate in Training – OLM (23<sup>rd</sup> August 2016)**

## *Presbytery-*

1. Accept Valerie Chalmers as a Candidate in Training for the Ministry of Word and Sacrament [OLM] following her successful acceptance at the National Assessment Conference.

## **Report of the Business Committee**

### **Interim Moderator: Lanark: Greyfriars.**

As from 1<sup>st</sup> of August 2016 Mr Bill Love ceased to be Interim Moderator at Lanark: Greyfriars. Presbytery thank Mr Love for his willingness to serve in this capacity.

### **Applications for Presbytery Clerk**

As previously agreed by Presbytery expressions of interest for the post of Presbytery Clerk should be made in writing to the Business Convenor by the 31<sup>st</sup> October 2016.

### **Presbytery Laptop.**

The current Presbytery Laptop has come to the end of its useful life. A new Dell laptop can be procured through the Church of Scotland for £701.66. The current laptop should have been replaced last year. The new laptop should be purchased as soon as possible.

### **Data protection.**

All sessions should have appointed Data Protection Contacts. The names and details of these appointees plus those of the Roll Keepers should be given to Acting Presbytery Clerk by 31<sup>st</sup> October 2016

### **Complaints Procedure.**

Our current complains procedure states that in the first instance any complaint will be considered by the Presbytery Clerk and the Depute Presbytery Clerk. At the moment we have an Acting Clerk only. Until a Clerk and Depute are in place any complaint will be considered by the Acting Clerk and the Convenor of the Business Committee.

### **Presbytery Committee Minute Audit.**

Our standing orders state that all Presbytery Committees should have their meetings minuted. This gives a record of meetings having been held, those attending and any decisions taken.

It would be good practice for these minutes to be inspected as part of the annual audit of records. Convenors of Presbytery Committees should make their minutes available for inspection by the Congregational Support Committee at this meeting. The minutes of the Congregational Support Committee will be inspected by the Ministries Committee.

At the annual inspection in April 2017 minutes of committee meetings from August 2016 should be made available for inspection.

### **Deliverance: Presbytery**

1. Receive the report.
2. Note that Mr Bill Love ceased to be Interim Moderator at Lanark Greyfriars as from 1<sup>st</sup> August 2016 and thank Mr Love for his willingness to serve in this capacity.
3. Agree that the Presbytery laptop should be replaced as soon as possible at an approximate cost of £700.
4. Instruct all Kirk Sessions to give details (Name, address and contact details) of their Roll Keeper and Data protection Officer to the Acting Presbytery Clerk no later than 31<sup>st</sup> October 2016.
5. Agree that in the absence of a Depute Presbytery Clerk the alternative contact for the complaints procedure be designated as the Convenor of the Business Committee.
6. Agree that Presbytery Committee minutes should be inspected as part of the annual inspection of records, with minutes from August 2016 to be presented to the Congregational Support Committee, or Ministries Committee in the case of Congregational Support Committee minutes, for inspection in April 2017.

## **Report of Property Committee**

### **Property Committee Vice Convenor**

Following correspondence received from the Acting Presbytery Clerk, the matter of appointing a Depute Property Convenor was discussed. Mr Robert (Bobby) Mitchell agreed to stand as Depute Property Convenor for this session of Presbytery.

#### **Forth: St Pauls**

Arrangements have been put in hand to undertake an inspection of the Manse of Forth: St Pauls.

#### **Health and Safety Conference**

The committee would like to thank the Rev Nikki MacDonald for attending the Health and Safety Conference at 121 in July in the absence of the Property Convenor and for the subsequent provision of her report. (Appendix 3) The Property Committee take the opportunity to remind all congregations of the Presbytery Guide to Risk Assessment and Method Statements (RAMS). This document was issued at the start of the 2014 Presbytery session. Should anyone require a copy, who has not previously received a copy then please contact the Property Convenor or the Acting Presbytery Clerk who can arrange an electronic or paper copy to suit.

#### **Culter Communion Table**

Following receipt of correspondence from the General Trustees at 121 relating to a request from Biggar Church to use the communion table from Culter Parish Church in St Mary's Church Hall. The Property Committee considered the request and like the General Trustees have no issues with this matter and would recommend approval. There are further items within the inventory of Culter Parish Church that may be of use to other congregations within the bounds of Lanark Presbytery. Any interested parties should contact the Acting Presbytery Clerk in the first instance for information on items available.

#### **Carnwath Manse and Church**

Following a meeting held on site on the 27th July at Carnwath with the General Trustees, the Acting Presbytery Clerk and Local Parties, an extract minute was remitted to the Property Committee. The Acting Presbytery Clerk joined the committee meeting to provide further detail on the matters discussed inter alia:

The Manse – recommended to be demolished at the current time and;

The Church Building – recommended to be advertised for sale.

The matter was discussed where it was agreed that any matter regarding the church building would require a formal Congregational Meeting to be held prior to the meeting of Presbytery.

The manse, it was felt should at this stage be offered for sale and put on the market whilst progress is made in obtaining the relevant permits and permissions to demolish the Manse building. Should an offer be received during this time it should be sold, else demolished, subject to approvals from the General Trustees.

#### **Rigside**

Bobby Mitchell advised the Committee that arrangements are to be made with the new owners of Rigside Church and Manse to undertake the removal of the Roll of Honour and relocate it to the Community Hall.

#### **General**

The Property Committee would appreciate if any matters requiring to be brought are done in advance of the Committee meeting nights to allow them to be properly discussed at that time.

#### **Deliverance: Presbytery**

1. Receive the report
2. Note the appointment of Mr Bobby Mitchell as Property Committee Vice Convenor
3. Note that arrangements have been made to undertake an inspection of the Manse of Forth: St Pauls
4. Agree that the Communion Table of Culter Parish Church be removed and relocated to Biggar St Mary's Church Hall.
5. Agree that the Manse of Carnwath be advertised for sale at the current time whilst arrangements are undertaken for its demolition and, in the event that a sale is not forthcoming, undertake the demolition; subject to the General Trustees agreeing appropriate boundaries in consultation with the Presbytery and congregation.
6. Agree, subject to the outcome of a Congregational Meeting, that the building of Carnwath Church be advertised for sale through the General Trustees.
7. Note that arrangements have been made to remove the Roll of Honour from Rigside Church and the relocation of same to the Community Hall.

- Note that any Property Matters requiring the attention of the Committee should be brought in advance of the Committee meeting evenings.

## **Report of Congregational Development Committee**

### **Safeguarding Co-ordinators Meeting**

A meeting for all Safeguarding Co-ordinators has been arranged for Tuesday 27 September 7.30pm to 9.00pm at Lanark: St Nicholas Church Halls. The primary focus of this meeting will be preparation for the forthcoming Safeguarding Roadshow on 24<sup>th</sup> October.

### **Kirk Session Safeguarding Training**

It is proposed that Kirk Session Safeguarding training will be offered from October this year. A training session will last approximately 2 hours with the choice of Tuesday and Thursday evenings as well as Saturday mornings and Sunday afternoons available. The number of participants that can be accommodated in each training is between 35 and 40. Since not all Elders of a Kirk Session need attend it is envisaged that representative from several neighbouring congregations might join together. Although we consider that Presbytery Elders, in conjunction with Safeguarding Co-ordinators, are best placed to organise each church group, we would offer a possible grouping as follows: -

- Carluke: Kirkton, St Andrew's, St John's and Law
- Forth: St Pauls, Carstairs and Carnwath
- Lanark: Greyfriars & St. Nicholas, Crossford and Kirkfieldbank
- Lesmahagow Old, Abbeygreen, Coalburn and Kirkmuirhill
- Biggar, Blackmount, Cairngryffe, Symington and Libberton & Quothquan
- Douglas Valley, Upper Clyde

Whilst Safeguarding Co-ordinators can be consulted on those who should attend, we envisage that this would include, Minister/Interim Moderator, Safeguarding Panel members and representative members of Session. Training would be delivered by Lanark Presbytery Safeguarding Trainers with Co-ordinators arranging venues.

### **Leading Worship Course**

In 2006 the Presbytery of Lanark authorised a training scheme for individuals who wished to lead worship in terms of Act II 2000 (as amended). With a decade having passed it is felt time for a refresh of this course and the scheme to authorise worship leaders.

The committee have worked with, and are grateful to, the Presbytery of Hamilton for so willingly sharing their Mission, Education and Discipleship Development Officer to assist in the development and running of the course.

The course will have eight modules run over the course of 4 sessions. These will be held across 4 evenings or 2 Saturday sessions. It is compulsory that people attend all sessions if they are seeking authorisation as worship leaders.

The course will look at the following throughout the modules:

1. The service of the Word – Leading Worship
2. The Word of God – Leading and Reading
3. The Word in Reflection – Sermon and Drama
4. The Word in Response – Public Prayer
5. The Word in Pictures – AV Presentation
6. The Word for All Ages and Stages –Intergenerational Worship
7. The Word in Song – Music and Hymnody
8. The Word and the Words – Designing services of Worship

A scheme has been developed to ensure that, at all stages of the process, Kirk Sessions are aware of who is being trained. At the end of the course, should people feel they wish to move to become authorised to lead worship then a scheme is in the process of being developed to allow a supervisory process to take place.

The committee seek the agreement of Presbytery to authorise the Leading Worship Course (2016) as the course recognised by the Presbytery of Lanark to train individuals to lead worship on an occasional basis, and agreement on the scheme for the selection, training and authorisation of worship leaders.

### **Leading Worship Introductory Meeting**

Information has been circulated by email publicising a series of meetings intended to provide further information and to better inform any who be considering participating in the proposed training. The dates and locations of the meetings are: -

- Monday 5<sup>th</sup> September Wishaw: St Mark's
- Monday 12<sup>th</sup> September Blantyre Old
- Wednesday 14<sup>th</sup> September Cairngryffe Church

Whilst there are no restrictions on those wishing to attend an Introductory Meeting, participation in the Course will require the approval of the Minister & Kirk Session.

#### **Deliverance: Presbytery**

1. Receive the Report
2. Note that Safeguarding Co-ordinators meet on 27 September at Lanark: St Nicholas Church Halls.
3. Note that Kirk Session Safeguarding Training will be available from October this year and encourage Presbytery Elders together with Safeguarding Co-ordinators to consider forming church groupings for training purposes.
4. Approve the Scheme for the Selection, Training and Authorisation of Worship Leaders (Appendix 1) and approve the Leading Worship Course (2016) as the standard to which worship leaders shall be trained in accordance with Act II, 2000 (as amended) s.22(10)
5. Thank the Presbytery of Hamilton for their willingness to develop a join Leading Worship Course and for so freely sharing the time of the Mission, Education and Discipleship Development Officer in the process.
6. Encourage Ministers, Interim Moderators and Kirk Sessions to consider those in their Congregations who may be suitable and make them aware of the proposed training to be made available.
7. Note the dates and locations of the proposed Leading Worship Introductory Meetings.

## **Report of Ministries Committee**

### **Vice Convenor**

The Committee is grateful that Anne Cochrane has agreed to serve as Vice-Convenor.

### **Vocations Champion**

This matter has been delayed, as the person contacted by Ministries Committee has subsequently retired from her post. The committee are in the process of identifying another trained VC to invite to speak about this role to presbytery, subject to an identified date by the Business Committee.

### **Vocations Conference**

The committee invite members of presbytery to note that the next Vocations Conference being held by Ministries Council will be on Saturday 5<sup>th</sup> November 2016 at The Royal George Hotel, Perth. The cost to attend the conference will be £15. A poster has been sent to Ministers and all Session Clerks from Ministries Council.

### **Candidate in Training**

Mr Bill Love has attended the initial course meeting for Mrs Valerie Chalmers, OLM candidate in August.

### **Study Leave – Elspeth Maclean**

Prior to her translation to Lanark Presbytery, the Rev. Elspeth Maclean (soon to be minister of Forth: St. Paul's) had applied for, and been granted by both Argyll Presbytery and the Ministries Council, a period of 2 weeks' Study Leave in October. Given that the length of time requested will not require an Interim Moderator to be appointed, the Committee invite Presbytery to approve the Mrs Maclean's Study Leave.

### **National Vocations Assessors**

The Committee encourage individuals within Presbytery to prayerfully consider this important role. Might you, or someone you know, be called for a time to take this on, in service to the wider church? If you would like to know more about this role, the Acting Clerk, or members of Ministries Committee, would be happy to talk with you. Information and a 'person specification' sheet has been provided for further information.

### **Presbytery Plan: Annual Review**

Presbytery is required to ensure that the plan is reviewed each year and adjusted to reflect any amendments occurring. This year there have been several amendments to the original plan, which have previously been

approved by Presbytery. A draft Presbytery plan, reflecting these amendments, has been prepared and is presented to Presbytery for approval.

Having passed the Presbytery Plan to Ministries Council for advice, Presbytery was commended by the secretary to the Presbytery Planning Task Group, John Thomson, for preparing *'one of the most comprehensive and clearest plans I have received in the past 5 years. It is an excellent piece of work.'* Mr Thomson requested permission from Presbytery to use our Plan *'as a model of best working practice for onward circulation to some Presbyteries who have struggled with the formulation of their plans, particularly in regard to the description of the application of the Mission principles.'*

**Deliverance:** Presbytery

1. Receive the report
2. Note that Anne Cochrane has been appointed Vice-Convenor of the Ministries Committee
3. Approve the request for 2 weeks' Study Leave in October 2016 by the Rev. Elspeth Maclean
4. Encourage members of Presbytery prayerfully consider undertaking training for the role of National Vocations Assessor
5. Approve the reviewed and amended Presbytery Plan (Appendix 4)
6. Following a request from the secretary to the Presbytery Planning Task Group of the Ministries Council, grant permission to the Presbytery Planning Task Group to use the Lanark Presbytery 'plan as a model of best working practice for onward circulation to some Presbyteries who have struggled with the formulation of their plans, particularly in regard to the description of the application of the Mission principles.'

## **Report of the Congregational Support Committee**

### **Appointments**

Mr David Watters and Mrs Mabel Morris have agreed to continue as Vice Convenor and Minutes Secretary respectively.

### **Crossford Kirk Session Minutes**

The minute book for the Kirk Session and Congregational Board of Crossford Parish Church were delivered to the Convenor as requested. The Committee have examined them and discussions are ongoing. The result of these will be reported in due course.

### **Session Clerk's Meeting**

There are a number of recently appointed Session Clerks within Presbytery. In order to provide support for them and to update their longer standing colleagues it is proposed to hold a Session Clerk's Get Together to which all Session Clerks, their deputies, Clerks to Congregational Boards and their Deputies will be invited. At this event it is planned to go over the keeping of Congregational Records, the purpose and process of the Annual Attestation of Records and the process of Local Church Review Visits. It is hoped that through an explanation of the latter that some encouragement may be given to identify individuals within Kirk sessions and Congregations who might be willing to assist Presbytery in carrying out LCRV's. This event will take place in Lanark: Greyfriars Church Hall on Monday 14th November 2016.

**Deliverance:** Presbytery

1. Receive the report.
2. Note that Mr David Watters has been appointed as Vice Convenor of the Congregational Support Committee
3. Note that Mrs Mabel Morris has been appointed as Minutes Secretary of the Congregational Support Committee
4. Note that Session Clerks, their deputies, Clerks to Congregational Boards and their deputies are to be invited to a 'Get Together' in Lanark: Greyfriars Church Hall on Monday 14th November 2016
5. Instruct the Clerk to give advanced notice of this meeting to all Session Clerks

## **Report of Finance Committee**

### **Variance Allowance**

The committee brings before the Presbytery its recommendations for the applications for the use of the 5% Variance Allowance that Presbytery is permitted to grant to Congregations within its bounds.

Application was made by St Andrews Church for the sum of £2500 in the light of the Church's outreach to the community. The Church has been working in partnership with NHS Lanarkshire and Alzheimer Scotland to provide support to those with Dementia. The Congregation is also engaged in a three year rolling Stewardship programme. Application was also made by Biggar as they have benefitted from the Ministry of Alex Kelly who has wider remit within the whole area of Clydesdale. He was worked on a number of projects in Biggar High School and in Biggar Primary. Alex works under the auspices of the Clydesdale Christian Youth Trust and churches that he works with make contributions in the light of the work he does. In 2015, Biggar Kirk made a contribution of £5000 and increased the amount to £5500. The Committee propose making an allocation of £3000 to Biggar from the Variance Allowance.

Carstairs Parish Church is seeking an allocation of £2125 from the Variance Allowance. This was sought to fund a day at Wiston Lodge for 75 young people from the village. The costs involved are both the amount charged by Wiston Lodge and the cost of transport.

The Committee are also seeking to use the greater part of the Variance Allowance to write off shortfalls that have arisen over the changes in Kirkmuirhill. We are still in the processing of agreeing the exact amount of the shortfall and so we would seek powers from the Presbytery to be granted to Acting Presbytery Clerk, Business Convenor and Finance Convenor to use the variance allowance in this manner. This would only be if the final figures are only established after the September Presbytery meeting but before the 30<sup>th</sup> September cut-off for the use of the variance allowance.

### **Attestation of Accounts**

The Presbytery carried out the attestation of Accounts once again using the service of I & A Stewart. In the broad sense, the number of issues raised is becoming less. The Committee would wish to acknowledge the work of Jack Lumsden for the help he offers to the Treasurers to explain and effect the changes proposed by I & A Stewart.

### **Deliverance: Presbytery**

1. Receive the report
2. Agree a reduction £2500 to the Ministries and Missions allocation of Carluke St Andrews. Also agree reduction of £3000 in the case of Biggar Kirk and £2125 in the case of Carstairs Parish Church.
3. Grant powers to Acting Presbytery Clerk, Business Convenor and Finance Convenor to make the necessary adjustments to Kirkmuirhill's allocation from the 2016 variance allowance.
4. Thank Jack Lumsden for the help that he offers to congregational treasurers

## Presbytery of Lanark Committee Membership 2016-2017

<b>CONGREGATIONAL DEVELOPMENT (CONVENOR – ALAN GRANT – 3<sup>rd</sup> YEAR)</b>				
<i>Fifth+ Year</i>	<i>Fourth Year</i>	<i>Third Year</i>	<i>Second Year</i>	<i>First Year</i>
Robert Carson Lilias Nicol Fiona Hannah	John Austin	Anne Reid Tom Chalmers	Kathleen Wood	Hazel Sharpe
	David Carmichael			

<b>CONGREGATIONAL SUPPORT (CONVENOR – JIM WATT – 5<sup>th</sup> YEAR)</b>				
<i>Fifth+ Year</i>	<i>Fourth Year</i>	<i>Third Year</i>	<i>Second Year</i>	<i>First Year</i>
Alex McPhee		David Watters Mabel Morris Frank Mitchell		Anna Lumsden Scott Paget
		George Shand		Elizabeth Clelland Maudeen Macdougall

<b>MINISTRIES (CONVENOR – NIKKI MACDONALD – 2<sup>nd</sup> YEAR)</b>				
<i>Fifth+ Year</i>	<i>Fourth Year</i>	<i>Third Year</i>	<i>Second Year</i>	<i>First Year</i>
Helen Chekansky Anne Cochrane Bill Love				George Forbes Libby Muir
				Ann Lyall

<b>PROPERTY (CONVENOR – EWAN EASTON – 3<sup>rd</sup> YEAR)</b>				
<i>Fifth+ Year</i>	<i>Fourth Year</i>	<i>Third Year</i>	<i>Second Year</i>	<i>First Year</i>
William Coulter	Bobby Mitchell	Cameron Murray	Peter McLeish	
				Jim Cutler

<b>WORLD &amp; COMMUNITY ISSUES (CONVENOR – MIKE FUCELLA – 1<sup>st</sup> YEAR)</b>				
<i>Fifth+ Year</i>	<i>Fifth+ Year</i>	<i>Fifth+ Year</i>	<i>Fifth+ Year</i>	<i>Fifth+ Year</i>
Mairi Somerville Hugh Stewart		Willie Macsween Cameron Sutherland	Elizabeth McLachlan	
Iain Cunningham				Elspeth MacLean Elijah Obinna

<b>FINANCE (CONVENOR – STEVEN REID - 3<sup>rd</sup> YEAR)</b>				
<i>Fifth+ Year</i>	<i>Fourth Year</i>	<i>Third Year</i>	<i>Second Year</i>	<i>First Year</i>
		Mary McGillivray* Graham Chapman Jack Lumsden**		
		Harry Findlay		

<b>BUSINESS (CONVENOR – BILL LOVE – 3<sup>rd</sup> YEAR, ACTING CLERK – BRYAN KERR, DEPUTE CLERK – Vacant, TREASURER – MARY MCGILLIVRAY*)</b>				
<i>Fifth+ Year</i>	<i>Fourth Year</i>	<i>Third Year</i>	<i>Second Year</i>	<i>First Year</i>
	Mairi Somerville		Anna Lumsden (2yr)	
		George Shand		H Jamieson (2 yr) Elijah Obinna (1 yr)

### Clerk and Depute Ex-officio members of all committees

\* Ex- Officio Member, \*\* Co-opted Member

**CHURCH OF SCOTLAND HEALTH AND SAFETY DAY CONFERENCE/ Report:**

Held on Thursday 7 July, 2016 at 121 George St

Approximately 20 presbyteries were represented at this conference. The day itself was well planned and executed, with good space given for questions and discussion.

We shape of the day began with going back to basics: exploring concepts of risk.

This was expounded on throughout the day, by working in small groups, examining and discussion three case studies involving different potential risk scenarios. An example: a picture of an open trapdoor in a room invited us to look for areas of risk – a ‘say what you see’ exercise. It wasn’t just the obvious open trap door, but lack of handrails, a ladder obstructing a pathway by the open trapdoor, light switch at bottom of the trapdoor stair, etc. Other scenarios involved potential fire or injury hazards in church buildings. Really helpful to have the mix of visual and verbal input within the groups we had been put into.

We moved on to reflect upon:

- the legal aspects of risk
- fire risk assessment
- practical risk assessment
- controlling risks
- and finally, presbytery roles and responsibilities.

Within the various sections, information was given on identifying our Church of Scotland ‘go to’ people when advice might be needed, or, if a situation had occurred.

Each participant was given a certificate for completing the course, as well as a folder of materials used during the day, and a link to the powerpoint slides used during the various talks. These two latter will be handed over to our presbytery property convenor for reference.

On a personal note: really glad I went – good to get myself up to speed on some of these very practical nuts and bolts, as well as have even more appreciation for the work of property convenors/ presbytery property committee!

Nikki Macdonald

**The Church of Scotland  
PRESBYTERY OF LANARK**

**Scheme for the Selection, Training and Authorisation of Worship Leaders**

The Presbytery of Lanark agree to the provision of a Scheme for the Selection, Training and Authorisation of Worship Leaders, in terms of Act II (2000) as amended, s.22 (10), for:

‘Persons selected and trained to a standard to be determined by the Presbytery of the bounds in accordance with a scheme or arrangement approved by the Presbytery’.

The Scheme is intended to make provision for the Authorisation of Worship Leaders who shall lead worship within the context of the congregation of which they are a member.

1. With respect to Selection, the Presbytery shall, in the first instance, intimate the Scheme to all Kirk Sessions within its bounds and invite them to nominate from within their congregation such persons as they believe to be eligible for selection, training and authorisation as a Worship Leader within their own congregation.
2. A Kirk Session may, if it so desires, nominate a Team of Worship Leaders whom it believes to be eligible for selection, training and authorisation as a Worship Leaders within their own congregation.
3. A Kirk Session shall, in all cases, intimate such nomination, in terms of 1. (and, if appropriate, 2.), to the Presbytery Clerk by way of Extract Minute. In addition, the Kirk Session shall submit a letter of support with respect to each person nominated setting out the reasons for their nomination.
4. The Presbytery shall submit the names of all persons nominated, in terms of 1. to 3. above, to the Presbytery for approval for Selection and Training.
5. For the avoidance of doubt, approval for Selection and Training should not be taken to imply subsequent Authorisation, with Authorisation dependent upon the satisfactory completion of Training and approval of Authorisation by Presbytery.
6. The Presbytery shall appoint a team of Supervisors who shall be responsible for the delivery of Training, the supervision of Worship, in terms of 8., and; making recommendation to the Presbytery as whether a person should receive Authorisation in terms of this Scheme. The Presbytery of Lanark may cooperate with neighbouring presbyteries offering the same training scheme to appoint Supervisors from other Presbyteries.
7. Each person approved for Selection and Training shall be appointed a Supervisor who shall be responsible (with others) for the delivery of Training. Supervisor shall be responsible for making recommendation to Presbytery as whether a person should receive Authorisation in terms of this Scheme.
8. Persons selected for Training shall be required (i) to complete eight modules in four sessions; (ii) to lead supervised Worship on one Sunday (in a Worship Team, if appropriate, in terms of 2.) in a congregation other than their own; and (iii) to attend a debriefing on their leading of supervised Worship.
9. No person shall be recommended for Authorisation who has not attended all training sessions.
10. No person shall be recommended for Authorisation who has not led supervised Worship on one Sunday (in a Worship Team, if appropriate, in terms of 2. above) in a congregation other than their own, and attended a debriefing on their leading of supervised Worship.
11. The Presbytery shall receive the name(s) of persons recommended for approval of Authorisation on the recommendation of their appointed Supervisor and, if so approved, shall maintain a Register of persons having received Authorisation as Worship Leaders.
12. In the event of Authorisation having been refused by Presbytery, a person shall have the right of Appeal in terms of Act I (2014).
13. Authorisation shall normally be for a period of three years in the first instance. The renewal of Authorisation shall be dependent on the submission of a request by the Kirk Session to the Presbytery Clerk by way of Extract Minute setting out the basis on which renewal of Authorisation is sought and the subsequent approval of renewal of Authorisation by Presbytery. The Presbytery shall, at its discretion, require any person whose Authorisation is to be renewed to attend further Training.
14. For the avoidance of doubt, no person selected, trained or authorised in terms of this Scheme shall be entitled to a Pulpit Supply Fee, ‘but shall receive reasonable expenses as determined from time to time by the presbytery’. (Act II (2000) as amended, s. 23).

**Amended Presbytery Plan**



# The Presbytery of Lanark

4<sup>th</sup> October 2016

## PRESBYTERY PAPERS

**The Presbytery of Lanark will meet for the Sacrament of Holy Communion and thereafter for Ordinary Business on Tuesday 4<sup>th</sup> October 2016 at 7pm in the halls of Lanark: St. Nicholas Parish Church.**

The following is the Draft Agenda:

### AGENDA

1. Constitution
2. Welcome to Visitors
3. Approval of the Agenda
4. Minutes
5. Decisions under Delegated Powers
6. Roll of Presbytery
7. Correspondence
8. Good News Stories
9. Louise Arthur, St. Andrew's Hospice Capital Appeal
10. Report of the Business Committee
11. Report of Congregational Development Committee
12. Report of Ministries Committee
13. Report of the Congregational Support Committee
14. Joint Report of the Congregational Support Committee & Ministries Committee
15. Report of Finance Committee
16. Report of World & Community Issues Committee
17. Report of Property Committee
18. Intimations
19. Adjournment:  
The Presbytery adjourns to meet for Ordinary Business on Tuesday 1<sup>st</sup> November 2016 at 7 pm at Lanark: St Nicholas' Church Hall.

### INTIMATIONS

#### Year Book Corrections:

Rev Elspeth J MacLean, 22 Lea Rig, Forth, ML11 8EA; Email: emaclean@churchofscotland.org.uk; Tel: 01555 728837

# **COMMITTEE REPORTS**

## **Decisions under Delegated Powers**

The Clerk has been duly informed that the Vacancy Procedure Committee agreed under delegated powers:

### **Law Parish Church (20<sup>th</sup> September 2016)**

*Presbytery-*

1. agree a revised Advisory Committee comprising Rev Helen Jamieson (Convenor), Mr Graham Chapman and Mrs Mairi Somerville be appointed with immediate effect.

The Clerk has been duly informed that the Property Committee agreed under delegated powers:

### **Lanark: St. Nicholas (9<sup>th</sup> September 2016)**

*Presbytery-*

1. Noting that funds are available locally, approve work to wash down and repaint the east elevations of St. Nicholas Parish Church, Lanark to take place at the same point as the local authority is carrying out works to the steeple, at a cost of £4326.00 plus VAT by the same contractor appointed by the local authority, subject to approval of the General Trustees.

The Clerk has been duly informed that under powers agreed at the meeting on 6<sup>th</sup> September it has been agreed under delegated powers:

### **Variance Allowance (28<sup>th</sup> September 2016)**

*Presbytery-*

1. Agree to utilise the 2016 Ministries & Mission Variance Allowance to write off shortfalls of £5,086 in the congregation of Carnwath.
2. Agree to utilise the 2016 Ministries & Mission Variance Allowance to write off shortfalls of £25,001 in the congregation of Kirkmuirhill and note that this represents all shortfalls due by the congregation prior to 1<sup>st</sup> January 2016 and that no more monies are owed by the congregation to the Ministries and Mission fund in respect of shortfalls either before the demission of the minister on 28<sup>th</sup> February 2014 or after the demission of the minister to 31<sup>st</sup> December 2015.

## **Report of the Business Committee**

### **Locum Appointment: Coalburn and Lesmahagow Old.**

Mr Alan Grant has been appointed Locum at Coalburn and Lesmahagow Old. The appointment is for 2 day pastoral cover plus the Sunday services. The appointment is made from 1<sup>st</sup> October 2016 and will be initially for a six month period followed by a review by the Kirk Sessions, Interim Moderator and Locum with support from the Ministries Committee if required.

### **Grasping the Nettle.**

It had been arranged that a speaker from Grasping the Nettle project will give a presentation to the December meeting of Presbytery.

### **Replacement of the Presbytery Laptop.**

The new laptop has been purchased and is in use.

### **Presbytery Committee Reports.**

For some time now the work involved in getting Presbytery papers prepared and issued has been growing. This causes time scale problems especially for those Presbyters who have their papers sent by mail. It is suggested that wherever possible convenors of committees should have their reports in the hands of the Acting Clerk by the Monday evening following the committee meeting.

### **Deliverance: Presbytery**

1. Receive the report.

2. Note the appointment of Mr A Grant as Locum at Coalburn and Lesmahagow Old on a 2 day plus Sunday services basis from 1<sup>st</sup> October 2016 for an initial period of six months followed by a review by the Kirk Sessions, Interim Moderator and Locum with support from the Ministries Committee if required.
3. Agree that a representative from the Grasping the Nettle project should speak at the December meeting of Presbytery.
4. Note that a new Presbytery laptop has been purchased.
5. Agree that wherever possible, committee convenors should try to have their Presbytery reports in the hands of the Acting Clerk by the evening of the Monday following the committee meeting.

## **Report of Congregational Development Committee**

### **Safeguarding Roadshow**

Lanark Presbytery, through the Congregational Development Committee, will be hosting a Safeguarding Roadshow on Tuesday evening 25<sup>th</sup> October. The event will be organised and led by members of Safeguarding Services. It is not a training event but is an opportunity for key volunteers responsible for delivering safeguarding in the Church to meet representatives of Safeguarding Services. Amongst other things, it will allow an exchange of views, review how good our safeguarding arrangements are within congregations, offer suggestions regarding improvements that could be made, highlight assistance available from Safeguarding Services and share updates about forthcoming developments. Discussions will also include ways in which actual safeguarding issues have been addressed in other Presbyteries and when and how to use the Safeguarding Service referrals service.

The meeting is scheduled to begin at 18.45 and close at 21.45 with registration and a finger buffet from 18.00. Everyone who is part of the Safeguarding Community is invited to attend, including Co-ordinators, Trainers, Presbytery Safeguarding Contacts, as well as Ministers and all those who are interested or involved in Safeguarding issues. Further details can be obtained from each Safeguarding Co-ordinator.

### **Intergenerational Work/Ministry**

Information has been circulated by email in connection with a request from Mission and Discipleship Council seeking examples of any Intergenerational Work and/or Ministry within Congregations. This information is sought to assist in the preparation of a Report to be submitted for General Assembly 2017 by a joint Working Group formed by representatives of the National Youth Assembly and the Guild.

A short online survey is available for congregations to respond directly to Mission & Discipleship Council. Alternatively, it may be more convenient if individual stories were provided to Presbytery and these would be collated and forwarded as one response. For those congregations who wish to complete the online survey, it would be helpful if their stories were also forwarded to the Congregational Development Convenor so that Presbytery is better aware of what is happening within the area.

### **Leading Worship Training**

A series of Introductory Meetings, in conjunction with Hamilton Presbytery, were held at three locations: Blantyre Old Parish Church, Wishaw: St Mark's and Cairngryffe Kirk, Carmichael. All meetings were well attended with participants from Lanark Presbytery mostly attending the meeting at Cairngryffe and, to a lesser extent, Wishaw: St Mark's.

The content and timescale of the proposed Training Course was set out as well as the commitment required to obtain accreditation. There was opportunity to share experiences of leading worship, raise concerns and ask questions. Whilst the responses of each participant are in the process of being collated and evaluated, preliminary assessment shows that a significant number of people have expressed interest in taking part in the accredited training course.

In this connection, it is proposed that a training course will be held within Lanark Presbytery on Saturdays 5<sup>th</sup> and 19<sup>th</sup> November at Greyfriars Church. Alternative Saturdays and Weekday evenings at locations within Hamilton Presbytery will also be available.

### **Deliverance: Presbytery**

1. Receive the Report
2. Note that Safeguarding Services will be delivering a Safeguarding Roadshow on Tuesday 25<sup>th</sup> October at Lanark: St Nicholas Church Halls from 18.45 to 21.45 with registration and a finger buffet from 18.00.
3. Encourage all who are part of the Safeguarding Community, including Co-ordinators, Trainers, Presbytery Safeguarding Contacts as well as Ministers and those interested or involved in Safeguarding issues to attend the Safeguarding Roadshow.

4. Encourage Presbyters to consider if there any examples of Intergenerational Work and/or Ministry taking place within their congregations and, if so, share these examples with Mission and Discipleship Council and Presbytery to assist the National Youth Assembly and the Guild prepare their Report for General Assembly 2017.
5. Note that a series of Leading Worship Introductory Meetings were held and that preparations for the delivery of training courses are ongoing.
6. Note that a Leading Worship training course will be held within Lanark Presbytery on Saturdays 5<sup>th</sup> and 19<sup>th</sup> November at Greyfriars Church.

## **Report of Ministries Committee**

### **Trauma/Crisis support.**

The Ministries Council has written regarding having a robust system to ensure ministers are appropriately supported at times of crisis/trauma. There are three main points to be addressed:

- 1) Do you have someone designated to read the local and national papers who would then phone the parish minister to ask if they need support?
- 2) Do you have a robust and accountable chaplaincy/support system in place?
- 3) How would your Presbytery respond in the following traumatic circumstances or tragedies?

Examples of loss of a trawler with all hands in a fishing community, the murder of a schoolchild in a local school and a family coping with the violent murder of a young woman were cited. Sometimes ministers are left coping with very serious situations that affect families and communities with no support offered to them

It is recognised that there is probably good local awareness of any local crisis or trauma that could affect congregations in our small Presbytery through local papers, internet links and local information systems. However it was agreed that the Presbytery does not have anyone specifically tasked to scan local and national papers or the internet and contact local ministers to offer support as necessary.

Presbytery does have an accountable Chaplaincy system in place but this may be an appropriate time to revisit the Chaplaincy role and consider inclusion of crisis/trauma support

The Presbytery Plan has recently been updated and approved. This plan divides the Presbytery effectively into local groups of churches, South, North, East and West. It is recommended that, where a trauma/crisis occurs, in the first instance, ministers / congregations from the surrounding churches in the locality will be expected to offer both support and practical assistance to the minister and to the congregation if necessary. If greater/ additional resources are required, support from across Presbytery should be sought.

### **Deliverance: Presbytery**

1. Receive the report
2. Agree that the role of Presbytery Chaplain be revisited to include the role of checking local press/internet sources regarding crisis/trauma situations within Presbytery and ensuring support/ practical assistance is offered to ministers.
3. Urge local groups of Churches, as laid out in the Presbytery plan, to recognise that they have a duty to offer support/assistance to other churches in their group who experience a crisis/trauma.

## **Report of the Congregational Support Committee**

### **Crossford Kirk Session Minutes**

Representatives of the committee, accompanied by the Acting Presbytery Clerk, met with the minister and Kirk session of Crossford Parish Church on 12<sup>th</sup> September 2016. A constructive and fruitful conversation took place and their records will be kept under review at the next Attestation.

### **Session Clerk's Meeting**

To date (26<sup>th</sup> October) responses have been received from 8 congregations indicating that 14 people will be attending the Session Clerk's get together on Monday 14 November 2016. Presbyters are asked to remind their Session Clerks of this event.

### **Deliverance: Presbytery**

1. Receive the report.

2. Note that a meeting was held with the Minister and Kirk Session of Crossford Parish Church and that their records will be kept under review at the next Attestation.
3. Instruct the Clerk to send a reminder of the 'Get Together' in Lanark: Greyfriars Church Hall on Monday 14<sup>th</sup> November 2016 to those Session Clerks who have not yet responded.

## **Joint Report of the Congregational Support Committee & Ministries Committee**

### **Draft Discipline Act**

The committees met jointly to discuss the [Draft Discipline Act](#). In general the committees are positive about the proposals which bring together provisions of various Acts and place all those who work in and for the Church under the same conditions in respect of complaints likely to lead to disciplinary proceedings.

However here are two points relating to the [Legal Questions Committee Questionnaire](#) on which the committees wish to comment:

Question 4.

*Please comment on the proposal that a single Reviewer reporting to a Discipline Committee should replace a Special Committee in carrying out the Initial Assessment as to whether or not Investigatory Proceedings should be commenced.*

The joint committees spent some time discussing this. While there was some feeling that perhaps it would be better to have two reviewers, there was the risk that they might come to different conclusions. Overcoming this by having 3 reviewers would negate the speeding up of the process which this proposal sought to achieve. On balance, and taking into account that a) the Reviewer will be someone *suitably experienced in the law and practice of the Church* and b) the remit of the Reviewer is simply to decide if the Complaint is worthy of proceeding further, it was agreed that having one person carry out the Initial Review will speed up the process, but that there should be firm guidelines put in place to assist Reviewers in reaching their decisions.

Question 11.

*Part 11 (Section 40) of the Act covers the question of legal representation of both the Special Committee and the Respondent, before the Presbyterial Commission. This is separate to the question of payment for legal representation which is covered in Section 41. Under the existing disciplinary process, there is no right for those Respondents, who are not remunerated in their role in the Church, to be so represented. In Section 40, a distinction is still made between those Respondents whose living may be affected by a decision of the Commission and those who are not remunerated. The latter will require to have the approval of the Convener or Vice Convener of the Commission before they may be professionally represented. This is a matter which has provoked a great deal of debate amongst those involved in drafting the Act.*

*Please comment on whether you think that this distinction is appropriate.*

The committees feel that all Respondents should have the right to be represented by a solicitor without requiring approval on two grounds:

- 1) While the livelihoods of those who serve the Church on a voluntary basis may not be at risk, their good name and standing in society could be at risk.
- 2) This would place all Respondents on the same footing within the Act.

**Deliverance:** Presbytery

1. Receive the report.
2. In respect of the Legal Questions Committee Questionnaire on the Draft Discipline Act, instruct the Clerk to complete the questionnaire with the following comments:
  - a. Respond to Question 4 in the positive, but urging that firm guidelines be put in place for Reviewers.
  - b. Respond to Question 11 urging that all Respondents should be entitled to be represented by a Solicitor for the reasons given in the report.
  - c. Give positive responses to all other Questions.

## **Report of Finance Committee**

The proposed allocations to the ministries and missions fund for 2017 have been received from the General Assembly's committee and are recorded in the Appendix 1. Any appeals against the calculations should be made to the Finance Committee of Presbytery before the Committee night in October.

**Deliverance:** Presbytery

1. Receive the report
2. Note the proposed figures for 2017 to the allocations to the Ministries and Missions fund (Appendix 1) and instruct Congregational financial boards that any appeals should be in the hands of the finance Convenor before the October Committee night.

## **Report of World & Community Issues Committee**

### **ACTS Anti-Human Trafficking Group**

Action of Churches Together in Scotland formed a group to raise awareness and coordinate Church and community efforts to combat human trafficking in 2011. The group makes themselves available to speak to church and community groups anywhere in Scotland. If you would like them to speak on this very important issue of modern day slavery, please contact Miriam Weibye: [Miriamweibye@acts-scotland.org](mailto:Miriamweibye@acts-scotland.org)

### **CrossReach Week**

CrossReach of the Social Care Council of the Church of Scotland asks Presbyteries and local congregations to commemorate CrossReach week this year from the 9<sup>th</sup> to the 15<sup>th</sup> of October. Please see the CrossReach website: <http://www.crossreach.org.uk/crossreach-week-0> for ideas of how your local congregation might highlight the valuable work of CrossReach throughout the country.

### **The Big Question Rally 2016**

Some years ago the Presbyterian Council of the Guild asked the World and Community Issues Committee to be responsible for organising the yearly World Mission Rally. This year the Committee has decided to tweak the format of this rally somewhat and broaden our concerns. This year we would particularly like to encourage folks to consider issues surrounding the topic of organ donation. Our guest speaker will be Dr. Murdo MacDonald from the Church of Scotland Science Religion and Technology project. We are also pleased that our own Jim Watt and his daughter Kirsty McIlvaney will also speak of their personal experiences of raising a child who has undergone an organ transplant. Please encourage everyone to come along to what will be a stimulating and thought provoking evening. The Big Question Rally will take place in Biggar Kirk's St Mary's Hall on North Back Road Biggar on the 23<sup>rd</sup> of November. The programme will start at 7pm. There will be a time for questions and a cup of tea and home baking afterwards. Retiring offering in aid of Transplant Sport-- organisers of the Transplant Games to be held in North Lanarkshire in 2017' Posters are available this evening for distribution.

**Deliverance:** Presbytery

1. Receive the report
2. Encourage local congregations to engage with the issues surrounding human trafficking and take advantage of the ACTS Anti-Trafficking Groups offer of providing speakers
3. Encourage local congregations to commemorate the work of CrossReach during Cross Rach Week (9<sup>th</sup>-15<sup>th</sup> of October)
4. Note arrangements for the Big Question Rally 2016 and urge presbyters to advertise the event in congregations.

## **Report of Property Committee**

### **Health and Safety in Congregations**

Following the issue of the questionnaire from the General Trustees relating to food safety and health and safety in congregations, this was sent out to all property/fabric convenors. A number have been returned and will be collated. It would be appreciated if those that are still to be returned are done as soon as possible in order that the return can be made to the General Trustees.

### **Sale of Culter Church and Land**

Following receipt of correspondence from the General Trustees at 121 relating to the sale of Cuter Church and Glebe Land which was remitted to the committee for consideration in the absence of a local congregation for

recommendation. This matter was considered and the committee are in agreement to recommend approval of the proposal to sell.

Further to the deliverance last month there are still further items within the inventory of Culter Parish Church that may be of use to other congregations within the bounds of Lanark Presbytery. Any interested parties should contact the Acting Presbytery Clerk in the first instance for information on items available.

**Deliverance:** Presbytery

1. Receive the report
2. Encourage those congregations that are still to return the 'health and safety in congregations' response to do so as soon as possible.
3. Recommend approval of the General Trustees proposal to the sale of Culter Church and Glebe Land.
4. Encourage congregations to make contact with the Acting Clerk should there be any items within the inventory of Culter Church that may be of use to them.

## Proposed Ministries &amp; Mission Allocations 2017

Congregation	Average Income 2012- 2014	Average Income 2013- 2015	Proposed 2016 M&M	2017 Scale M&M	2017 Contribution
Biggar	99,390	99,435	60,240	60,266	60,266
Carluke Kirkton	125,322	123,337	74,061	77,568	77,568
Carluke St Andrew's	54,849	54,836	32,703	32,694	32,694
Carluke St John's	95,363	94,535	57,864	57,375	57,375
Carnwath	32,410	24,565	18,342	13,321	13,321
Coalburn	22,199	21,908	11,807	11,620	11,620
Carstairs & Carstairs Junction	52,942	51,930	31,482	30,835	30,835
Crossford	34,252	37,368	19,521	21,515	21,515
Douglas Valley	61,305	61,155	36,835	36,739	36,739
Black Mount	20,280	22,133	10,579	11,764	11,764
Forth St Pauls	55,946	61,779	33,405	37,138	37,138
Kirkfieldbank	17,798	18,009	9,166	9,284	9,284
Kirkmuirhill	109,640	75,164	65,805	45,704	45,704
Lanark St Nicholas	108,217	109,727	65,037	65,852	65,852
Law	47,564	42,826	28,040	25,008	25,008
Lesmahagow Abbeygreen	82,901	72,607	50,511	44,068	44,068
Lesmahagow Old	89,220	87,692	54,239	53,338	53,338
Libberton And Quothquan	22,012	21,916	8,968	11,626	10,044
Symington	36,441	38,581	20,922	22,291	22,291
Greyfriars	86,855	86,363	52,844	52,554	52,554
Cairngryffe	36,493	36,386	20,955	20,886	20,886
The Upper Clyde	37,436	38,161	21,558	22,022	22,022
					<b>761,886</b>



# The Presbytery of Lanark

1<sup>st</sup> November 2016

## PRESBYTERY PAPERS

**The Presbytery of Lanark will meet for the Sacrament of Holy Communion and thereafter for Ordinary Business on Tuesday 1<sup>st</sup> November 2016 at 7pm in the halls of Lanark: St. Nicholas Parish Church.**

The following is the Draft Agenda:

### AGENDA

1. Constitution
2. Welcome to Visitors
3. Approval of the Agenda
4. Minutes
5. Decisions under Delegated Powers
6. Roll of Presbytery
7. Correspondence
8. Good News Stories
9. Fellowship Break where members can collect items for St. Andrew's Hospice Capital Appeal Offering.
10. Report of the Business Committee
11. Report of the Congregational Support Committee
12. Report of Finance Committee
13. Report of Congregational Development Committee
14. Intimations
15. Adjournment:  
The Presbytery adjourns to meet for Ordinary Business on Tuesday 6<sup>th</sup> December 2016 at 7 pm at Lanark: St Nicholas' Church Hall.

### INTIMATIONS

## **COMMITTEE REPORTS**

### **Report of the Business Committee**

#### **Digital Hymnal**

The Session of Cairngryffe church have offered the use of their digital hymnal for use by Presbytery .

#### **Data Protection Act Compliance Update**

An e-mail outlining updates to the Data Protection Act as it affects churches, has been received from the Solicitor of the Church. The e-mail is attached as an appendix to this report for information and action as necessary. Presbyterial Panel. The Rev Bryan Kerr will serve on this group on behalf of Lanark Presbytery. The appointment is for one year.

#### **Honorarium: Lanark: St Nicholas Hall Keeper**

An honorarium of £250 should be made to Mr John McGuiness, the hall keeper for Lanark St Nicholas church. This is to thank him for all the work he does for committee and Presbytery meetings.

#### **Appointment of the Depute Presbytery Clerk**

Before applications for the post of Depute Presbytery Clerk are invited, the Business Committee wish to consider the duties of the post, the rate of remuneration and whether a contract might be necessary. Suggestions will be brought to the next meeting of Presbytery.

#### **Presbytery Meal**

We have welcomed a number of new members onto Presbytery over the past year or so and it is thought that it might be helpful to organise another Presbytery meal. This will be considered further and if it happens it will be arranged for some time in the New Year.

#### **Deliverance: Presbytery**

1. Receive the report.
2. Note and thank Cairngryffe Church for their offer for Presbytery to use their Digital Hymnal at it meetings.
3. Note the e-mail from the Church Solicitor regarding updates to the data protection Act (Appendix 1).
4. Agree that the Rev Bryan Kerr will serve as Lanark Presbytery's representative on the Presbyterial Panel for year ending 30<sup>th</sup> June 2017.
5. Agree the payment of an honorarium of £250 to Mr John McGuiness, Hall keeper for Lanark St Nicholas, in respect of his work for Presbytery.
6. Agree that before applications for the post of Depute Presbytery Clerk are invited, the Business Committee consider the duties of the post, the rate of remuneration and the possibility of issuing a contract.
7. Agree that the possibility of holding a Presbytery meal should be investigated further.

### **Report of the Congregational Support Committee**

**Session Clerk's Meeting** - The programme for this event has now been drawn up and circulated to Session Clerks.

**LCRV to Coalburn I/w Lesmahagow: Old** - The report is now complete and has been sent to the respective Kirk Sessions.

**LCRV to Law** - The forward plan has now been agreed between representatives of the visiting team and a working group of the congregation. It has still to be approved by the Kirk Session.

#### **Deliverance: Presbytery**

1. Receive the report.
2. Note that the programme for the 'Get Together' for Session Clerks, Clerks to Congregational Boards and their Deputies in Lanark: Greyfriars Church Hall on Monday 14th November 2016 at 7:00pm has been prepared and circulated.
3. Note that the report on the Local Church Review Visit to Coalburn I/w Lesmahagow: Old is now complete and has been sent to the respective Kirk Sessions.

4. Note that the forward plan for Law Parish Church has now been agreed between representatives of the visiting team and a working group of the congregation and is awaiting approval by the Kirk Session.

## **Report of Finance Committee**

### **Ministries and Mission Allocations**

The committee recommend that Presbytery approve the allocations in Appendix 2

### **Budget 2017**

The budget of the Presbytery of Lanark is presented and can be found in Appendix 3.

**Opening balance** - These are the funds held on deposit with the Church of Scotland (approx. £10K) and the projected Current a/c balance at year end – 31<sup>st</sup> Dec '16 – held with The Royal Bank of Scotland in Lanark.

**Congregational Dues** - For this calculation the congregational statistical return on the roll at 31<sup>st</sup> December 2015 has been used. These are the most up to date figures. Members totalled 6,021 against 6,249 at December 2014. A decrease in membership of 228. Due to the increase in costs to Presbytery it is proposed that Presbytery dues increase to £3 per member for 2017. This would give an income from Dues (6021 x £3) of £18,063.

**Expenditure** - Presbytery's main expenditures are – Salaries for the Clerk and Depute Clerk, which includes National Insurance and Pension contributions, Surveys, Attestation Fees and Hall Rent. The Business Committee propose looking at salaries once the new Clerk is in post.

### **Deliverance:** Presbytery

1. Receive the report
2. Approve the Ministries & Mission Allocations for 2017 (Appendix 2)
3. Approve the Budget for 2017 (Appendix 3) and agree to set congregational dues at a level of £3 for the year 2017 and instruct all treasurers and financial courts to ensure that these monies are paid to the Presbytery in advance of 31<sup>st</sup> December 2016.

## **Report of Congregational Development Committee**

### **General Assembly Youth Rep 2017**

Each year, Presbyteries are invited to send one young adult (aged 18-25) to the General Assembly. In this connection, each Congregation is invited to consider nominations to be Lanark Presbytery's 2017 General Assembly Youth Rep. In addition to a nomination form, information providing further details has been circulated earlier via email by the Acting Presbytery Clerk. Completed nomination forms should be returned to the Congregational Development Convenor prior to the next Committee meeting on 24<sup>th</sup> January 2017, if possible, but no later than 1<sup>st</sup> February.

### **Kirk Session Safeguarding Training:**

Lanark Presbytery's first Safeguarding Training for Kirk Sessions will be for the Group comprising: Law Parish Church and the three Carluke Congregations of Kirkton, St Andrew's and St John's. The event has been arranged to take place at Carluke: St Andrew's on Thursday, 24<sup>th</sup> November at 7.15 pm. The Training will be delivered by Presbytery's Safeguarding Trainers. Topics to be included are:

- Safeguarding Deliverances from 2016 General Assembly.
- Kirk Session Responsibilities.
- Safe Recruitment and the PVG Scheme.
- PVG Scheme - Legal position and implications for Kirk Sessions.
- Safeguarding Panel.
- Regulated Work.

Kirk Session Safeguarding Training for other congregations can be arranged via their Presbytery Elder and Safeguarding Co-ordinator.

### **Deliverance:** Presbytery

1. Receive the Report.
2. Encourage Presbyters to publicise and make known to young adults that nominations are sought to represent the Presbytery of Lanark at the 2017 General Assembly as the Youth Rep.
3. Note that Kirk Session Safeguarding Training for the Grouping of: Law Parish Church and the three Carluke Congregations, is proposed to be held on 24<sup>th</sup> November at Carluke: St Andrew's.
4. Note that Kirk Session Safeguarding Training for congregations can be arranged via their Presbytery Elder and Safeguarding Co-ordinator

## Data Protection Update – Email from Solicitor, 12<sup>th</sup> October 2016

Dear Presbytery Clerk

I am writing with an update on the issue of best practice in relation to the processing of sensitive personal data in light of the terms of the new EU-wide General Data Protection Regulation (“GDPR”) which will be coming into force in May 2018.

### Background – changes in EU data protection law

For a number of years, there has been a growing acceptance within the EU that harmonisation of data protection laws across the Member States was necessary, given that data travels across the EU and beyond without boundaries. The result is the GDPR, the essential terms of which will be imported into UK domestic law, regardless of Brexit. The Information Commissioner has emphasised that no matter what the future legal relationship between the UK and Europe, personal information is fundamental to the digital economy and will need to flow between the two jurisdictions. The global economy requires consistency of law and standards and once the UK is out of Europe its data protection regime will still need to be deemed adequate, or essentially equivalent, to that within the EU.

It had been anticipated, and widely trailed, that the GDPR would in all circumstances require explicit consent for the processing of personal data which is classified as “sensitive personal data”, and which includes religious belief. The Law Department has therefore been advising that congregations should prepare for this by beginning the process of getting such explicit consent from members now, so as to avoid being wrong-footed by the sudden imposition of this requirement in two years’ time.

After more than four years of discussion, the final text of the GDPR has recently become available. It contains good news so far as the Church is concerned, as it includes an exemption from the absolute requirement to obtain explicit consent for the processing of sensitive personal data. The exemption applies where the processing of the data is *“carried out in the course of its legitimate activities with appropriate safeguards by a foundation, association or any other non-profit body with a political, philosophical, religious or trade-union aim and on condition that the processing relates solely to members or to former members of the body or to persons who have regular contact with it in connection with its purposes and that the data are not disclosed outside that body without consent.”*

### What does this mean in practice?

A congregation will NOT therefore need to get written consent from members, or from people with which it is in regular contact, simply to hold their personal information in connection with the normal day-to-day activities of the congregation. There are three qualifications to this, which are grounded in the existing data protection principles contained in the 1998 Act:

1. The information must be collected and used *“in the course of the legitimate activities”* of the congregation: this broadly means that a congregation must have legitimate grounds for collecting and using the information for its own purposes;
2. There must be *“appropriate safeguards”* for the processing of this information to remain lawful. In other words, it must be kept securely so as to prevent unauthorised access and accidental loss; and
3. It *must not be disclosed* to any third party without the consent of the person concerned. It must not, for example, be put into the public domain (via a website or newsletter) without explicit consent, whether oral or in writing.

The other underlying data protection principles will also continue to apply to this information, so that congregations should revisit it from time to time to ensure that it remains accurate, and not excessive for the required purpose; that they are transparent with people about the information which is held, and how it will be used; and that it is not kept for any longer than is necessary.

## Amended advice and circulars

We have adjusted our advice to congregations in the light of this new information. We have re-visited the circulars provided on the Law Department pages of the website, to shift the focus from the obtaining of explicit consent. Instead, congregations should simply make it clear to members (and others whose information is held) that their personal details are held securely by the congregation in connection with the purposes of the Church of Scotland. Members can at the same time be reminded that they can opt-out of their data being held and that they should provide the Church with any updated personal information (new addresses/contact numbers etc) to ensure that the information which is held is accurate. I would encourage you to read the updated guidance and circulars, which can be found

here: [http://www.churchofscotland.org.uk/resources/subjects/law\\_circulars#data\\_protection](http://www.churchofscotland.org.uk/resources/subjects/law_circulars#data_protection)

I should also be grateful if you would forward this email to all congregations within the bounds of your Presbytery.

I appreciate that this is a significant relaxation of the advice previously provided but I think that it is a proportionate response to what we now know the law is going to require. It has become clear that requiring explicit consent from members to the holding of their personal details on congregational rolls is provoking a strongly adverse response and I hope, therefore, that this clarification of what the law is in fact going to require will be welcome.

If any further information is required about this or any other aspect of the law relating to data protection please be in touch with me, or my colleague David Stihler, and we will be happy to assist.

Yours sincerely

**Mary Macleod | Solicitor of the Church | Church of Scotland Law Department  
121 George Street, Edinburgh, EH2 4YN | DX ED144 : LP 121 EDIN 2**

**Direct Dial 0131 240 2209 | Fax 0131 240 2246**

## Ministries &amp; Mission Allocations 2017

Congregation	Average Income 2012- 2014	Average Income 2013- 2015	Proposed 2016 M&M	2017 Scale M&M	2017 Contribution
Biggar	99,390	99,435	60,240	60,266	60,266
Carluke Kirkton	125,322	123,337	74,061	77,568	77,568
Carluke St Andrew's	54,849	54,836	32,703	32,694	32,694
Carluke St John's	95,363	94,535	57,864	57,375	57,375
Carnwath	32,410	24,565	18,342	13,321	13,321
Coalburn	22,199	21,908	11,807	11,620	11,620
Carstairs & Carstairs Junction	52,942	51,930	31,482	30,835	30,835
Crossford	34,252	37,368	19,521	21,515	21,515
Douglas Valley	61,305	61,155	36,835	36,739	36,739
Black Mount	20,280	22,133	10,579	11,764	11,764
Forth St Pauls	55,946	61,779	33,405	37,138	37,138
Kirkfieldbank	17,798	18,009	9,166	9,284	9,284
Kirkmuirhill	109,640	75,164	65,805	45,704	45,704
Lanark St Nicholas	108,217	109,727	65,037	65,852	65,852
Law	47,564	42,826	28,040	25,008	25,008
Lesmahagow Abbeygreen	82,901	72,607	50,511	44,068	44,068
Lesmahagow Old	89,220	87,692	54,239	53,338	53,338
Libberton And Quothquan	22,012	21,916	8,968	11,626	10,044
Symington	36,441	38,581	20,922	22,291	22,291
Greyfriars	86,855	86,363	52,844	52,554	52,554
Cairngryffe	36,493	36,386	20,955	20,886	20,886
The Upper Clyde	37,436	38,161	21,558	22,022	22,022
					<b>761,886</b>

**PRESBYTERY BUDGET 2017**

<b>Opening Balance</b>	<b>12,765</b>
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**Income:-**

Interest	130
2017 Dues (6021 @ £3.00)	18,063

<b>Total</b>	<b><u>30,958</u></b>
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**Expenditure 2016**

Clerk's & Depute Clerk's sal (inc. NI & Pensions)	9,397
Clerk's expenses	750
Clerk's office	500
Printing & postage	125
Insurance & copyright	315
Honoraria	250
Surveys	5,200
Pulpit Supply	220
Attestation Fees	2,800
Youth Assembly	175
Hall rent	1,000
Grants & Bursaries	250
Sundry	500
Travel Expenses	350
Data Protection	35
Governance	280

<b>Total</b>	<b><u>22,147</u></b>
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<b>Projected Closing Balance</b>	<b><u>8,811</u></b>
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# The Presbytery of Lanark

6<sup>th</sup> December 2016

## PRESBYTERY PAPERS

**The Presbytery of Lanark will meet for Ordinary Business on Tuesday 6<sup>th</sup> December 2016 at 7pm in the halls of Lanark: St. Nicholas Parish Church.**

The following is the Draft Agenda:

### **AGENDA**

1. Constitution
2. Welcome to Visitors
3. Approval of the Agenda
4. Minutes
5. Decisions under Delegated Powers
6. Roll of Presbytery
7. Correspondence
8. Report of the Business Committee
9. Report of the Congregational Support Committee
10. Presentations – Grasping the Nettle
11. Good News Stories
12. Registration of Ministries Overture
13. Report of Finance Committee
14. Report of World & Community Issues Committee
15. Report of Congregational Development Committee
16. Intimations
17. Adjournment:  
The Presbytery adjourns to meet for Ordinary Business on Tuesday 7<sup>th</sup> February 2017 at 7 pm at Lanark: St Nicholas' Church Hall.

### **INTIMATIONS**

## **COMMITTEE REPORTS**

### **Report of the Business Committee**

#### **Clerks Conference**

Presbytery Clerk will attend the Clerk's conference at Crieff from 14-15 February 2017.

#### **Presbytery Clerk's Contact**

A small group from Business Committee will look at a possible contract of employment for the Presbytery Clerk. The group consists of Bill Love, George Shand and Anna Lumsden. It is hoped that they will report to the February meeting of Presbytery.

#### **Joint Worship**

The committee recommend approval for Lanark Greyfriars and St. Nicholas to meet together for worship on Christmas Day in St. Nicholas and New Year's Day in Greyfriars, as well as Carluke: St. Andrew's to meet for worship in St. John's on New Year's Day.

#### **Deliverance: Presbytery**

1. Receive the report.
2. Note that the Presbytery Clerk will attend the Clerk's Conference at Crieff from 14-15 February 2017.
3. A group comprising, Bill Love, Rev George Shand and Anna Lumsden will look at a possible contract for the post of presbytery Clerk and will make a report to the February meeting of Presbytery.
4. Grant approval for Lanark Greyfriars and St. Nicholas to meet together for worship on Christmas Day in St. Nicholas and New Year's Day in Greyfriars; and Carluke: St. Andrew's to meet for worship in St. John's on New Year's Day.

### **Report of the Congregational Support Committee**

#### **Session Clerk's Meeting**

The meeting took place as planned and was well attended. Indications are that it was well received and the information imparted was appreciated by those attending. It also was an opportunity to show presbytery in a supportive role and the committee would invite other committees to consider running similar events engaging with the relevant office bearers.

#### **LCRV to Coalburn I/w Lesmahagow: Old**

The review was instigated following the sisting of the vacancy in May 2016, to be carried out by representatives from both the Congregational Support and Ministries Committees. The linked charge has been vacant since September 2011, though 'right to call' was withheld from the linkage until July 2013 while the Presbytery Planning process was carried out.

The LCR Team comprised, from Congregational Support Committee: Rev. George Shand (Team Leader), Mabel Morris and Frank Mitchell and from Ministries Committee: Rev. Nikki Macdonald and Anne Cochrane. The team met with office bearers of both congregations between 11<sup>th</sup> May and 17<sup>th</sup> August 2016. The Kirk Sessions and office bearers of both congregations engaged positively with the process and were supported and encouraged by the Interim Moderator, Rev. Harry Findlay. Lesmahagow: Old operate under the Unitary Constitution, while Coalburn operate with the Model Constitution.

The churches of the two villages were linked in 1988. Lesmahagow Old is one of two Church of Scotland churches in the village which has around 5,000 population, (Parish Population 2011 was 2,400). Coalburn Parish Church is the only church in Coalburn, population 2,000. The villages are about 4 to 5 miles apart, and both have a mining background. Both communities are growing slowly, predominantly attracting commuters making use of the nearby M74.

There are two Primary schools in Lesmahagow, one in each parish, and one (with over 100 pupils), in the Coalburn parish. The local High School, with 605 pupils, serves a number of local communities.

Attendance on Sundays is on average 24 at Coalburn (83% over 65), and 45 at Lesmahagow Old (77% over 65). Of the 13 office bearers at Coalburn and the 20 elders at Lesmahagow Old, most are over 64. Both congregations are concerned by an 'ageing congregation, falling numbers, and lack of young people.'

Both churches are in a positive position as regards fabric. Both have undertaken major refurbishment projects in the last 10 to 15 years, and both now have their halls as part of the church buildings. Both churches are impressive, well maintained, and operate to five year plans.

The LCR Team would like to commend the office bearers of both churches for their hard work and dedication to their churches over the years, for their creativity, and for their continued commitment especially in view of the increasing age and reducing pool of those able and willing to take on responsibility.

It appears to the LCR visiting Team that the false start to the vacancy, and the further three years of seeking a minister but finding no response, has had a profound impact on the self-confidence of the congregations. There is no apparent reason within the congregations themselves why a minister should not be attracted to them other than the present shortage of ministers. Each congregation identified,

- areas of work they could undertake to build up the life and participation of the congregation,
- important things that have fallen by the wayside
- how much they enjoyed sharing with each other
- and things which the congregations could achieve by working more closely together.

Each church identified similar actions, such as more participation in worship, dilemmas of pastoral visiting and pastoral groups, encouraging community connections (eg Male Voice Choir, Silver Band) and other activities (eg Messy Church, labyrinth). It feels that they are on the same wavelength, and would benefit from a more structured meeting together, and more joint actions.

The LCR Team and the Congregational Support Committee commend both churches for the hard work undertaken during the LCR process and in developing the start of their individual Action Plans. We would like to encourage both Congregations to continue to develop their Action Plans, and to take forward some of these initiatives – especially in the areas of communication, a newsletter, participation in worship, new worship initiatives, and visiting teams.

The two churches have always got on well together and the LCR Team recommends that both groups of office bearers meet together – initially to share what is in their Action Plans. If required, the LCR Team would be happy to facilitate such a meeting. They should also consider regular joint meetings.

In view of the Church of Scotland General Assembly recommending to churches that they move to a Unitary Constitution, the team and the committee believe it is worth Coalburn Parish Church considering this now, especially if the two Churches undertake more joint activities.

The number of funerals - 44 last year: 33 for Lesmahagow Old and 11 for Coalburn - is a cause for concern and while there may be local reasons why there are so many funerals in Lesmahagow, the committee identify it as a cause for concern for the balance of current and future ministry.

The report shows these congregations to be in good heart, working well together and moving forward and the committee would encourage Presbytery to remove the sists on the vacancy at the earliest opportunity, following the conclusion of any readjustment discussions with the Ministries Committee.

**Deliverance:** Presbytery

1. Receive the report.
2. Note that the 'Get Together' for Session Clerks, Clerks to Congregational Boards and their Deputies took place as planned, was well attended and was appreciated by those attending and invite the other committees of Presbytery to consider hosting similar events.
3. In respect of the charge of Coalburn linked with Lesmahagow: Old:
  - a. Commend the office bearers of both churches for their positive engagement with the LCRV process.

- b. Thank the Rev. Harry Findlay for his support and encouragement as Interim Moderator.
- c. Commend the office bearers of both churches for their diligence in maintaining the fabric of their buildings.
- d. Commend the office bearers of both churches for their hard work and dedication to their churches over the years, especially in view of the difficulties they have faced.
- e. Recommend that both groups of office bearers meet together – initially to share what is in their Action Plans – facilitated, if required, by the LCRV team, and also to meet together more regularly.
- f. Recommend that Coalburn Parish Church consider moving to a Unitary Constitution.
- g. Note the number of funerals occurring within the charge and acknowledge it as a cause for concern for the balance of current and future ministry.
- h. Instruct the Ministries Committee, in light of the report on the local church review in the charge of Coalburn linked with Lesmahagow Old and the Schedule of the Vacancy Procedure Committee of March 2016, to continue the process of engagement with the Kirk Sessions and congregations in terms of any proposed readjustment in the charge and report back to the next ordinary meeting of Presbytery.
- i. Commend and thank the visiting team for their diligence.
- j. Note that a copy of the full report can be obtained from the convenor.

## **Presentation – Grasping the Nettle**

### **Grasping the Nettle with the God Question**

The presentation is set in the context of a view widely held in our society that science has rendered God redundant. In response to the spreading impact of this assumption, a Scottish independent television company, Kharis Productions Limited created an international television series called The God Question.

It takes world renowned theists and atheists on a journey through the Cosmos, Life on Earth and into the inner recesses of Human Mind and Brain, all the while debating whether naturalist explanations alone can satisfactorily explain our existence.

Subsequently, the series was released as **Exploring the God Question** on DVD and with an accompanying booklet to encourage fuller understanding and discussion of the issues. A version of the series has also been released for schools.

Recognising the value to the church of the Exploring the God Question series, leaders of major denominations in Scotland have combined to form and promote a new national initiative – **Grasping the Nettle** - to address the science/God debate within the church and subsequently in the wider community.

At Presbytery, the producer of the TV series will illustrate its content, outline the opportunities for churches to get to grips with the subject of science and God and describe the support and opportunities to do so that come through the Grasping the Nettle organisation.

Literature will be available and the resources will be offered for purchase at a 25% discount.

### **Registration of Ministries Overture**

Please read the overture in the remits book prior to the meeting

### **Report of Finance Committee**

At the time of the issue of the Congregational allocations for Ministries and Missions for 2016, the Congregation of Symington raised the question of the fact that since they are part of a triple linkage, they are liable to provide pulpit supply, provide local leadership for worship or join with another congregation for worship every third Sunday. The Committee considered this question and have proposed that this would be an appropriate use for the variance allowance. The equitable solution would seem to be that there would be a reduction of the liability for Ministries and Missions in the case of all three congregations in the linked charge. This would amount to a total of £2860 which when divided by three and round up would make a reduction of £955 for each congregation.

**Deliverance:** Presbytery

1. Receive the report
2. Agree a reduction of £955 in the 2017 Ministries and Missions Allocation of each of the three congregations of the Tinto Parishes.

## **Report of the World & Community Issues Committee**

### **The Big Question Rally 2016**

The Big Question Rally took place on Wednesday 23 November 2016 at 7pm. There were approximately 60 people in attendance. The gathering was comprised of members of guilds and other congregational members from throughout the Presbytery, and members of the public. Our Presbytery moderator, Rev Helen Jamieson, led our worship assisted by the Biggar Praise Band. Dr Murdo Macdonald from the Church of Scotland Society Religion and Technology Project gave an informative overview of the Project and introduced the topic of organ donation and the issues surrounding presumed consent. Kirstin McIlvaney from Biggar also spoke of her personal experience of having a child who was the recipient of a donated organ and made a plea that people not only donate organs but also discuss their wishes with family so that there will be no doubt of their intentions in case of an accident.

The two talks were followed up by questions and answers. Two representatives from the NHS donation service were also in attendance and answered questions alongside Dr Mcdonald and Mrs. McIlvaney. Rev Elspeth McLean, a member of the World and Community Issues Committee, gave the vote of thanks and lead us in a final prayer and benediction. The evening was concluded with refreshments provided by the Biggar Kirk congregation. A retiring offering was collected for Transplant Sport to support their hosting of the Transplant Games in Motherwell in 2017. The sum of 157.76 was raised.

#### **Deliverance: Presbytery**

1. Receive the report.
2. Thank the moderator for her contribution to the worship at the rally
3. Instruct the clerk on behalf of the Presbytery to formally thank - Dr Mcdonald and Mrs Kirstin McIlvaney for facilitating the discussion, and Biggar Kirk for hosting the event
4. Thank the congregational guilds and other members of congregations for their support of the rally this year.

## **Report of Congregational Development Committee**

### **Leading Worship Training**

A two-day course comprising 8 modules/workshops took place on Saturday 5<sup>th</sup> and 19<sup>th</sup> November at Lanark: Greyfriars Church Halls. 15 No people from Lanark Presbytery attended both days. Whilst two participants were unable to attend the meeting on 19<sup>th</sup> November due to illness, arrangements to complete the outstanding modules/workshops at courses within Hamilton Presbytery at a later date are potential options. The review of assignment material submitted by participants is currently ongoing, thereafter, arrangements will be made to conduct worship as part of the accreditation process some time in the new year.

#### **Kirk Session Safeguarding Training:**

The first training course took place at Carluke: St Andrew's on Thursday evening 24<sup>th</sup> November and was attended by a number of Elders from each Congregation in the grouping comprising Law, Carluke: Kirkton, Carluke: St Andrew's and Carluke: St John's. For information, the congregation groupings for Kirk Session Safeguarding Training tabled earlier at the Presbytery meeting of 6<sup>th</sup> September 2016 are as undernoted: -

- Carluke: Kirkton, St Andrew's, St John's and Law
- Forth: St Pauls, Carstairs and Carnwath
- Lanark: Greyfriars & St. Nicholas, Crossford and Kirkfieldbank
- Lesmahagow Old, Abbeygreen, Coalburn and Kirkmuirhill
- Biggar, Blackmount, Cairngryffe, Symington and Libberton & Quothquan
- Douglas Valley, Upper Clyde

#### **Safeguarding Co-ordinators Meeting**

A meeting for all Safeguarding Co-ordinators has been arranged for Thursday 08 December from 7.30pm to 9.00pm at Kirkmuirhill Parish Church.

**Deliverance:** Presbytery

1. Receive the Report.
2. Note that Leading Worship Training took place on Saturday 5<sup>th</sup> and 19<sup>th</sup> November at Lanark: Greyfriars Church Halls and thank Lanark: Greyfriars Church for the use of their premises.
3. Note that arrangements will be made for Leading Worship course participants to conduct worship as part of the accreditation process early in 2017.
4. Note that Kirk Session Safeguarding Training for the Grouping of: Law Parish Church and the three Carluke Congregations took place on 24<sup>th</sup> November at Carluke: St Andrew's and thank Carluke: St Andrew's for hosting the event.
5. Note that Safeguarding Co-ordinators meet on 08 December at Kirkmuirhill Parish Church.



# The Presbytery of Lanark

7<sup>th</sup> February 2017

## PRESBYTERY PAPERS

**The Presbytery of Lanark will meet for Ordinary Business on Tuesday 7<sup>th</sup> February 2017 at 7pm in the halls of Lanark: St. Nicholas Parish Church.**

The following is the Draft Agenda:

### **AGENDA**

1. Constitution
2. Welcome to Visitors
3. Approval of the Agenda
4. Minutes
5. Decisions under Delegated Powers
6. Roll of Presbytery
7. Correspondence
8. Presentations – Robbie Morrison, Mission & Discipleship Council
9. Report of the Business Committee
10. Joint Report of Vacancy Procedure Committee & Congregational Support Committee (Douglas Valley Church)
11. Good News Stories
12. Report of the Property Committee
13. Report of the World & Community Issues Committee
14. Report of the Congregational Development Committee
15. Report of the Congregational Support Committee
16. Intimations
17. Adjournment:  
The Presbytery adjourns to meet for Ordinary Business on Tuesday 7<sup>th</sup> March 2017 at 7 pm at Lanark: St Nicholas' Church Hall.

### **INTIMATIONS**

World Day of Prayer services are being arranged throughout the Presbytery. The service 'Am I being unfair to you' has been written by the Christian women of the Philippines.

## **DECISIONS UNDER DELEGATED POWERS**

### **Property Committee (26<sup>th</sup> January 2017)**

Presbytery

1. in light of property damage in Douglas Valley Manse, agree to the Kirk Session proceeding with urgent works to replace the boiler, oil tank, and bathrooms; and repair any leaks from the heating system and shower, at a cost of approximately £8,100 and grant permission for the Kirk Session to use capital funds from holdings in the consolidated fabric fund.

## **COMMITTEE REPORTS**

### **Joint Report of Vacancy Procedure Committee & Congregational Support Committee into matters within the Douglas Valley Church**

The Douglas Valley Church were granted permission to call on the basis of a 5 year reviewable charge on 4<sup>th</sup> December 2014. With two years having passed it is necessary for Presbytery, in line with Act 8, 2003 (as amended) it is necessary, before issuing a further extension, to review the relevant aspects of the Presbytery Plan. The Clerk and Congregational Support Convenor met with the Kirk Session for an initial exploratory meeting on 15<sup>th</sup> January 2017.

The committees are certain that a minister should still be called to the Douglas Valley Church on the basis previously agreed. However, it would be remiss of Presbytery to not take cognisance of several factors within the congregation.

1. Presbytery has been informed by office bearers on multiple occasions that the congregation are about to face a severe financial crisis
2. With the retiral of both the long serving Session Clerk and Treasurer, the congregation are facing challenges in leadership roles
3. The Manse is presently unfit for habitation and, although this is being rectified, points to a greater challenge of the ongoing responsibilities of the office bearers
4. Although the Kirk Session have adopted an action plan there is a common theme of lack of resources, both human and financial, to carry out the plans.

It is therefore recommended to Presbytery that the Presbytery Plan, current vacancy process and permission to call in the parish of The Douglas Valley is sisted and that a Local Church Review be undertaken to establish the way forward for the congregation, identify realistic goals and targets, and identify any potential areas of support from Presbytery and the national church in order that a minister can be sought to lead the congregation and parish in the years to come.

#### **Deliverance: Presbytery**

1. Receive the report.
2. Agree to sist the Presbytery Plan in respect of the Douglas Valley Church.
3. Agree to sist the vacancy process and permission to call with immediate effect in the Douglas Valley Church.
4. Note, for the avoidance of doubt, that the nominating committee elected by the Douglas Valley Church is not discharged but are not permitted to proceed in filling the vacancy until Presbytery lift the sist in the vacancy process.
5. Appoint a team comprising Rev Dr Nikki MacDonald (team leader), Mrs Anne Cochrane and Mr Scott Paget to conduct a Local Church Review in the Douglas Valley Church and report back in time for the Presbytery meeting in May 2017.
6. Encourage all members of Presbytery to uphold the parish and congregation of the Douglas Valley Church in prayer at this time.

### **Report of the Business Committee**

#### **Holyrood garden Party: 4<sup>th</sup> July 2017**

Presbytery have been offered 4 places at this year's Garden Party. It is recommended that these places be filled as follows; Rev Helen Jamieson and Mr Robert Jamieson, Rev Elspeth Mclean and Rev Louise Mackay.

### **Contract for Presbytery Clerk**

A contract for the presbytery Clerk has been drawn up. This follows the outline given by the Church of Scotland. The duties of the Clerk as outlined in the contract is appended to this report in appendix 1. The salary for the Clerk is set at 1/7<sup>th</sup> of the maximum stipend scale (2017: £4677.57) and will be reviewed annually in November. This ties the payment of the clerk to a recognised scale. The post is non-pensionable as recommended by the Church of Scotland. The suggested hours are 7 hours per week but the Clerk will be expected to work sufficient hours to properly complete the duties incumbent upon him, and will be entitled to 6 weeks holiday per annum.

### **Complaints Committee**

With the retirement of Mr Frank Mitchell and Dr Sinclair Scott from Presbytery it has become necessary to change the personnel of the Complaints Committee. It is recommended that the Rev George Shand should convene the Committee and that Rev Maudeen MacDougall and Mrs Anne Cochrane join with the existing members of the committee Rev Harry Findlay (Vice Convenor), Mrs Mairi Somerville and Mrs Anne Reid.

### **Letter to Funeral Directors**

The Clerk has written to all Funeral Directors in the area giving details of ministers, Interim Moderators and Locums for the various charges in Presbytery. It was felt that it would be helpful for them to have details of Session Clerks and Church officers.

Ministers and Locums are reminded that it would be helpful if they contacted local Funeral Directors prior to taking annual leave giving details of who will be providing pastoral cover. It would also be helpful and courteous if the Presbytery Clerk could also be kept informed of holiday dates and pastoral cover.

### **Presbytery Chaplains**

The Business Committee have asked the Ministries Committee to review the current Presbytery Chaplain provision. They should make their report to presbytery at the May meeting.

### **General Assembly Arrangements**

Commissions for this year's General Assembly are Crossford Iw Kirkfieldbank (This is a swap with Carluke: St Andrews), Lanark: Greyfriars, Forth: St Pauls and Lesmahagow: Abbeygreen.

Business Committee propose that Rev Louise Mackay will attend in place of Elspeth Mclean (Forth: St Paul) who will be on annual leave.

Rev David Carmichael, minister at Lesmahagow Abbeygreen has attended only one Presbytery meeting in the past year. The standing order of the Presbytery state that all Ministers and Assessor Elders must have attended at least four meetings of presbytery in order to qualify to be a commissioner at the General Assembly. In line with the standing order, Mr Carmichael was invited to lodge an appeal to this decision but accepted that he had no valid grounds to appeal and therefore will not be granted a commission to this year's Assembly.

This means that there are two minister commissions and two elder commissions unfilled. Anyone interested in filling these places should let the Business Convenor know no later than 20<sup>th</sup> February 2017. Should any Kirk Session wish to nominate an individual for an elder commission they are encouraged so to do.

### **Presbytery Year Book**

An updated Year book has been digitally circulated to all presbyters.

### **Law Parish Church**

As from 1<sup>st</sup> of February 2017 Mr Bill Love has been appointed at Locum. This appointment will be on the basis of 1 day pastoral cover per week plus the Sunday morning service.

### **Deliverance: Presbytery**

1. Receive the report.
2. Agree that Rev Helen Jamison, Mr Robert Jamieson, Rev Elspeth MacLean and Rev Louise Mackay be nominated to attend this year's Holyrood garden party on 4<sup>th</sup> July 2017.
3. In respect of the employment of the Presbytery Clerk, agree
  - a. the salary for the Presbytery Clerk will be 1/7<sup>th</sup> of the maximum stipend scale and will be reviewed annually in November, and that from 1<sup>st</sup> January 2017 this will be £4677.57
  - b. the post of Clerk to the Presbytery of Lanark in non-pensionable

- c. the suggested hours are 7 hours per week but the Clerk will be expected to work sufficient hours to properly complete the duties incumbent upon him
  - d. a holiday entitlement of 6 weeks per annum
  - e. the duties of the post of Clerk to the Presbytery of Lanark are contained in Appendix 1
  - f. to authorise the Moderator of Presbytery to issue and sign the contract of employment of the Clerk to the Presbytery of Lanark on behalf of the Presbytery with immediate effect
4. Agree that Rev George Shand, Rev Maudeen McDougall and Mrs Anne Cochrane become members of the Complaints Committee and that the Rev George Shand will be the Convenor of the Committee.
  5. Note that a letter has been sent to all Funeral Directors in the area, giving details of Ministers, Interim Moderators and Locums and to this will be added contact details for Session Clerks and Church Officers.
  6. Agree to encourage in the strongest terms that all ministers and locums should contact local Funeral Directors to inform them of annual leave and pastoral cover.
  7. Agree that it would be helpful and courteous for Ministers and Locums to inform the Presbytery Clerk of annual leave and pastoral cover in place.
  8. Note that Ministries Committee have been asked to look at Presbytery Chaplain provision and report to the May meeting of Presbytery.
  9. Agree that commissions to this year's General Assembly should be Crossford lw Kirkfieldbank (Minister and elder), Lanark: Greyfriars (Minister and Elder), Forth: St Paul (Minister and elder), Lesmahagow: Abbeygreen (Elder only); and note that there will be spare commissions for 2 Ministers and 2 Elders and those interested in filling the places should express their interest to the Business Convenor no later than 20<sup>th</sup> February 2017.
  10. Note that an updated Presbytery Year Book has been circulated and thank the Clerk for his work in producing this.
  11. Note, for a period of six month, the appointment of Mr Bill Love as locum to Law Parish Church from 1<sup>st</sup> February 2017 on the basis of 1 day per week pastoral cover plus the Sunday service, with the Kirk Session to review after six months and seek the agreement of Presbytery should the appointment continue.

## **Report of Property Committee**

### **Carstairs Church - Proposed alterations**

Further to receipt of correspondence relating to the undertaking of alterations at Carstairs Church, the Committee feel that further information is required to be provided in order that the Scope of Works can be determined and discussed. It is recognised that a meeting with members of the Kirk Session and/or Board is likely to be required to discuss the proposals further. In the first instance an initial synopsis of the work, estimated costs, timescales and any discussions had with the General Trustees to date would be appreciated to allow the committee to consider this before any meeting is arranged.

### **Gillespie Centre, Biggar**

Further to previous correspondence regarding a meeting relating to the Gillespie Centre in Biggar, at which attendance of the Presbytery Clerk and the General Trustees may be required, the committee awaits details on a suitable date.

### **Deliverance: Presbytery**

1. Receive the report
2. Instruct the Kirk Session/Congregational board to provide additional information relating to the proposed alterations for consideration by the Property Committee in advance of a meeting.
3. Instruct Biggar Kirk Session provide the Property Committee a list of suitable dates to allow a meeting to be convened with all parties with regard to the Gillespie Centre.

## **Report of the World & Community Issues Committee**

The World and Community Issues Committee spent time at our last meeting evaluating the Big Question Rally and brainstorming about a possible next event.

The outcome of the evaluation is as follows:

- The worship was uplifting and the venue and hospitality were greatly appreciated
- Having the event in a different venue every year would be helpful to building both a sense of community and capacity in the Presbytery.
- The moderator gave a reflection that was very fitting given the title and helped to introduce the evening and tie our Christian faith in with the issues being covered
- The Committee members felt that the main speaker, Dr Murdo MacDonald, gave a presentation that was informative and clear on the present concerns surround issues of organ transplantation. This was further enhanced by the inspiring personal experience of the other speaker, Kirsten McIlvaney. Following the question and answer section that followed the talks there were delineated clear steps that folk could take as a way to follow up on the issues.
- People have commented to us that those who came to the meeting have continued to reflect on the issues raised. They were even used as the basis for a sermon the following Sunday!
- The leaflets that Dr MacDonald brought from the Society Religion and Technology project covering various topics of interest were useful to several people
- Some suggestions of topics that might be covered in a future event include:
  - The issues surround the present day situation in Israel/Palestine
  - Mental Health needs- theological and pastoral responses
  - Including people with learning disabilities in our life and worship

If any Presbyters have any other suggestions for topics or ways that we could make this annual event better, please could you convey those to the convenor. They would be gratefully received.

**Deliverance:** Presbytery

1. Receive the report
2. Invite the submission of ideas for the Big Question Rally 2017 to the convenor

## **Report of Congregational Development Committee**

### **General Assembly 2017 Presbytery Youth Representative**

To date, no nominations or enquiries have been received regarding a Youth Representative from Lanark Presbytery to attend General Assembly this year. Presbyters may recall that completed nominations forms were to be returned to the Congregational Development Committee Convenor prior to the committee meeting of 24<sup>th</sup> January 2017, if possible, but no later than 1<sup>st</sup> February.

### **Kirk Session Safeguarding Training**

A safeguarding training course primarily for Elders in the grouping comprising Biggar, Blackmount, Cairngryffe, Libberton & Quothquan and Symington took place on Thursday evening, 2<sup>nd</sup> February at Symington Church.

### **Leading Worship Training**

All assignments required to be submitted by participants have been received and the review of this material is substantially complete. Prior to making arrangements for participants to conduct supervised worship as part of the accreditation process the requirement that this should take place in a congregation other than their own has been reviewed. The relevant sections to which this pertains can be found as items 8 (ii) and 10 of the 'Scheme for the Selection, Training and Authorisation of Worship Leaders' (September Presbytery Meeting). It is now considered appropriate that participants be offered the option that when leading worship this can be at either their own congregation or in a congregation other than their own".

The committee are currently devising a sufficiently robust process to ensure that those who wish to lead public worship have a level of competency that will satisfy Presbytery as to their suitability.

**Deliverance:** Presbytery

1. Receive the Report.
2. Note that no nominations have been received regarding a Youth Representative from Lanark Presbytery to attend General Assembly 2017.
3. Note that Kirk Session Safeguarding Training for the Grouping of: Biggar, Blackmount, Cairngryffe, Libberton & Quothquan and Symington took place on 2<sup>nd</sup> February at Symington Church and thank Symington Church for hosting the event.
4. Agree amendment of items 8 (ii) and 10 of the Scheme for the Selection, Training and Authorisation of

Worship Leaders to read “either in their own congregation or in a congregation other than their own”.

## **Report of the Congregational Support Committee**

### **Local Church Review Process**

The Local Church Review Act (Act 1, 2011) states that “the Presbytery shall conduct a review of every congregation in the Presbytery, normally once every five years.” In recent years, due to the high number of vacancies, the Presbytery of Lanark has not been in a position to carry out Local Church Reviews in anything other than ‘crisis’ situations. This has left the Presbytery in potential contempt of the General Assembly. It is clear to the committee that this situation must change. The committee recommend seeking the services of a suitably qualified consultant to provide expertise in helping to lead LCR’s, provide training to visiting teams, develop action plans with congregations and revisit to assess progress made after a year. The committee recommend that this be paid for from Variance Allowance of the Mission and Renewal Fund. It is proposed that this arrangement be for the equivalent of 5 days, or 40 hours, per congregation visited for each of approximately four congregations per year over the next 5 years at a cost of around £300 per day, amounting in total to around £7000 per year, plus expenses for travel and meeting costs should these be necessary.

Appendix 2 contains the ‘Invitation to Tender’ and appropriate tenders are to be sought immediately with a closing date of 20<sup>th</sup> February 2017, with interviews taking place on 21<sup>st</sup> February and the Congregational Support Committee bringing the name of the successful consultant company to the March meeting of Presbytery. As Presbytery is only able to allocate this money for the current year this would require to be approved each year, but the contract would continue with the same individual. It would be anticipated that the successful candidate would shadow the team carrying out the LCRV to The Douglas Valley Church to familiarise themselves with the process we are using.

This is intended to build up a pool of experienced people from whom teams to carry out LCRV’s could be drawn. In addition to members of Presbytery it is hoped that others could be recruited from congregations who have already undergone a LCRV as they have found this to be a positive experience. It would be anticipated that those involved would only be required to carry out one review each per year.

### **Deliverance: Presbytery**

1. Receive the report.
2. In respect of the appointment of a consultant to the Local Church Review Process:
  - a. Approve the scope of the role as outlined in the ‘Invitation to Tender’ document (Appendix 2)
  - b. Approve the use of part of the Variance Allowance to fund the engagement of a consultant to train and Mentor members of Presbytery, and others, to carry out LCRV’s for the equivalent of 5 days, or 40 hours, per congregation visited for each of approximately four congregations per year over the next 5 years at a cost of around £300 per day, amounting in total to around £7000 per year, plus expenses for travel and meeting costs should these be necessary.
  - c. Instruct the Clerk to seek tenders from appropriate consultants for this training with a closing date of 21<sup>st</sup> February.
  - d. Instruct each congregation within the bounds of the Presbytery of Lanark to intimate the search for a suitable consultant to carry out Local Church Reviews at worship on Sunday 12<sup>th</sup> February 2017.
  - e. Grant delegated powers and instruct the Congregational Support Committee to arrange the selection and engagement of the most suitable tender by the end of February 2017 and intimate the decision to Presbytery at the March 2017 meeting of Presbytery.

**Duties of the Presbytery Clerk  
as referred to in the contract of Employment  
Schedule 1**

The Employee will carry out the whole duties pertaining to the post of Presbytery Clerk which shall include:-

1. To prepare agendas, attend and Clerk the meetings of the Presbytery and its Business Committee.
2. To maintain and retain the minutes and attendance records of these meetings.
3. To be an *ex officio* member of all Presbytery Committees, noting that it is not expected that the Clerk should attend each Committee meeting.
4. To send out Call Notices, printing of Presbytery papers, and posting of the same.
5. To issue Extract Minutes of the Presbytery.
6. To be a link with the Church Offices in Edinburgh.
7. To deal appropriately with all matters of correspondence both internally and externally, or as required by the Presbytery or the councils of the Church.
8. To be custodian of the Presbytery records (from the Union of 1929), and the Formula Book.
9. To recognise and support the role of the Moderator of Presbytery.
10. To liaise with the Moderator in terms of dates of Inductions, Invitations to attend functions etc.
11. To arrange and attend Special Services such as Ordinations and Inductions (appointing preacher and one to lead the worship) liaising with the congregation and the new minister.
12. To advise the Presbytery on matters of procedure, Church Law and Regulations, both at the meetings and personally.
13. To be a member of the Association of General Assembly and Presbytery Clerks and to attend the overnight meeting of the Presbytery Clerks Association.
14. To attend the General Assembly regularly as a commissioner, if Presbytery so agrees when it decides its list of commissioners.
15. To attempt to maintain accuracy in the Presbytery handbook, receive updates and supervise the updating, checking and electronic distribution of the handbook which should be available for the September meeting of Presbytery.
16. To establish a list of appropriate persons who may be willing to undertake certain duties on request which includes leading worship, pastoral cover, locums, interim moderator duties etc.
17. To be aware of the current statutory guidelines and obligations in regard to Safeguarding and to support the Safeguarding Officer in checking and confirming annually to Presbytery, that congregations are making all reasonable endeavours to comply with these guidelines and obligations.
18. To act as Data Controller and register Data Protection issues.
19. To act in an advisory capacity, advising both parties should a case arise.
20. To deal with all above matters in a manner which is timeous and which respects the confidentiality of those involved.
21. To arrange appropriate cover, in consultation with the Business Convener, when on holiday.
22. To undertake any other duties reasonably deemed necessary by the Presbytery.

## Invitation to Tender

### Local Church Review Consultant

#### 1. Introduction & Background

The Presbytery of Lanark is a constituent part of the Church of Scotland comprising of ministers, deacons and elders from 22 congregations covering the Clydesdale area of South Lanarkshire. The Presbytery has responsibility for, amongst other things, the deployment of ministerial resources through an agreed plan, and the support supervision of each congregation. As part of the support and supervision of the congregations, the General Assembly of the Church of Scotland instructs the Presbytery of Lanark to conduct a review of every congregation in the Presbytery, normally once every five years.

#### 2. Purpose

The Presbytery wishes to procure external expertise to assist in undertaking the review of congregations, known as Local Church Review (LCR) on a consultancy basis. This consultant will undertake the LCR for each congregation as part of a team (normally of three persons) appointed by the Presbytery. The consultant will work within the scope of Act 1 2011 of the General Assembly of the Church of Scotland and seek to assist the Presbytery of Lanark in fulfilling its duties and obligations thereof. The appointment of the consultant will be reviewed annually in November, and, subject to satisfactory performance of the consultant and finances being available to the Presbytery will be appointed for a maximum of five years. The consultant will also be expected to revisit congregations after one year to assess the state of the agreed action plan and perform training within the Presbytery to other LCR visiting team members to ensure that, after a five year period, the Presbytery of Lanark have sufficient skills and expertise to complete LCR's without external consultancy.

The consultant will therefore be required to:

- Work with the Congregational Support Committee to agree a suitable programme to conduct an LCR in every congregation within the Presbytery over a five year period.
- Work as part of a team in conducting LCRs in terms of Act 1 2011 of the General Assembly of the Church of Scotland
- As part of the LCR of each congregation, work with the congregation and office bearers to develop and agree an Action Plan to address areas including, but not limited to worship, service, fellowship, discipleship, evangelism, social outreach, congregational life, Christian education, finance, fabric, and ministries support in relation to the local, national and international mission of the Church.
- Utilise and develop the material produced by the Presbytery of Lanark for conducting an LCR
- Provide training and mentoring to individuals to enable them to conduct an LCR and engage the congregation and office bearers in developing an action plan, and develop a training programme for use by the Presbytery in future years.
- Provide ongoing monitoring of the LCR process, including visiting each congregation one year after the action plan is agreed to assess progress
- Provide a full report on each LCR to the Congregational Support Committee of Presbytery in line with Act 1 2011 section 9 referred to above.
- Provide a report to the Congregational Support Committee of Presbytery following each return visit to assess action plan progress.

#### 3. Fee

The fee for the consultancy will be £1500 per congregation plus any agreed amount for any additional agreed work. The Presbytery expect that this will enable the consultant to spend 32 hours on the LCR process, 4 hours on the return visit and 4 hours on training visiting team members (in the knowledge the return visit takes place after one year and the training hours can be kept and utilised as the consultant and congregational support committee of Presbytery agree). A fee structure will be agreed between the consultant and the Presbytery upon appointment.

#### **4. Proposals**

Proposals for this consultancy are invited and should include:

- a. An understanding of the context of the Church of Scotland and a summary showing the understanding of the issues facing congregations of the Church of Scotland today
- b. A summary of the understanding of the process and rationale of the Local Church Review
- c. Details of experience in undertaking reviews of organisations and in Strategic Planning
- d. Details of experience of developing and delivering training to volunteers
- e. An understanding of the importance of sensitivity, confidentiality and working with volunteers
- f. Experience and expertise of the person or team to be involved (including lead and key members)

The proposal must also include acceptance of the fee proposal in section 3 of the document and an understanding of the annual appointment and review of this consultancy to a maximum of five years

#### **5. Tender Arrangements**

Tender proposals should be sent by email to the Presbytery of Lanark, no later than 5pm on 20<sup>th</sup> February 2017. Interviews of shortlisted contractors will take place on the evening of 21<sup>st</sup> February 2017 and will be conducted by the Congregational Support Committee of Presbytery. Thereafter a recommendation of an approved consultant will be made to the Presbytery of Lanark on 7<sup>th</sup> March 2017. The contract will start on an agreed date, prior to 31<sup>st</sup> March 2017

#### **6. Instructions to Tenderers**

Tender proposals should be emailed to the Presbytery Clerk, Rev Bryan Kerr **by 5pm on Monday 20<sup>th</sup> February 2017**. The email address to be utilised is [lanark@churchofscotland.org.uk](mailto:lanark@churchofscotland.org.uk)

The Presbytery reserves the right to reject tenders submitted after the time and date shown.

If you require further information concerning the tender process, or the nature of the proposed contract, please in the first instance contact the Presbytery Clerk, Rev Bryan Kerr on 07889841511/ 01555663363 or email [lanark@churchofscotland.org.uk](mailto:lanark@churchofscotland.org.uk)

#### **7. Useful Information to Tenderers**

- a. Act 1, 2011 of the General Assembly of the Church of Scotland - [http://www.churchofscotland.org.uk/\\_\\_data/assets/pdf\\_file/0010/6679/2011\\_Act\\_01.pdf](http://www.churchofscotland.org.uk/__data/assets/pdf_file/0010/6679/2011_Act_01.pdf)
- b. Local Church Review Documents Produced by the Presbytery of Lanark - <https://www.dropbox.com/sh/cf3jp05kqlmk907/AAAzOwMpaz48fZWNFdun9bGa?dl=0>



# The Presbytery of Lanark

7<sup>th</sup> March 2017

## PRESBYTERY PAPERS

**The Presbytery of Lanark will meet for Ordinary Business on Tuesday 7<sup>th</sup> March 2017 at 7pm in the halls of Lanark: St. Nicholas Parish Church.**

The following is the Draft Agenda:

### **AGENDA**

1. Constitution
2. Welcome to Visitors
3. Approval of the Agenda
4. Minutes
5. Decisions under Delegated Powers
6. Roll of Presbytery
7. Correspondence
8. Good News Stories
9. Report of the Business Committee
10. Report of the Congregational Support Committee
11. Report of the Vacancy Procedure Committee
12. Supplementary Report of the Congregational Support Committee (LCR Consultant)
13. Report of the Finance Committee
14. Presentation – Rev Dr Martin Johnstone, Church & Society Council
15. Intimations
16. Adjournment:  
The Presbytery adjourns to meet for Ordinary Business on Tuesday 2<sup>nd</sup> May 2017 at 7 pm at Lanark: St Nicholas' Church Hall.

### **INTIMATIONS**

## **COMMITTEE REPORTS**

### **Report of the Business Committee**

#### **Commissions to the General Assembly**

The committee is grateful to those who were willing to fill extra spaces for commissions to the General Assembly. Commissions for this year's General Assembly will be as follows:

Mr Ian Conn (Forth: St Paul's), Mr Ross Hyslop (Lanark: St. Nicholas), Rev Bryan Kerr (Lanark: Greyfriars), Rev Dr Nikki Macdonald (Upper Clyde), Rev Maudeen MacDougall (Carnwath lw Carstairs), Rev Louise MacKay (Lanark: St. Nicholas), Mr Ken Mackie (Carluke: St. Johns), Mr Scott Paget (Lanark: Greyfriars), Rev Steven Reid (Crossford lw Kirkfieldbank), Sandy Russell (Kirkfieldbank).

#### **Representatives to Commission of Assembly**

It is recommended that Rev Dr Nikki Macdonald (Upper Clyde) and Mr Scott Paget (Lanark: Greyfriars) serve as representatives to the Commission of Assembly for the year 2017-2018.

#### **Presbytery Treasurer**

Mrs Mary McGillivray has tendered her resignation as Presbytery Treasurer. Personal commitments make it difficult for her to continue in this post. She will remain in post until a replacement is found.

A job description is being prepared and the post will be intimated as soon as possible.

Presbytery thank Mrs McGillivray for all the work she has done as treasurer and wish her well for the future.

#### **Deliverance: Presbytery**

1. Receive the report.
2. Agree that those commissioned to attend this year's General Assembly are: Mr Ian Conn (Forth: St Paul's), Mr Ross Hyslop (Lanark: St. Nicholas), Rev Bryan Kerr (Lanark: Greyfriars), Rev Dr Nikki Macdonald (Upper Clyde), Rev Maudeen MacDougall (Carnwath lw Carstairs), Rev Louise MacKay (Lanark: St. Nicholas), Mr Ken Mackie (Carluke: St. Johns), Mr Scott Paget (Lanark: Greyfriars), Rev Steven Reid (Crossford lw Kirkfieldbank), Sandy Russell (Kirkfieldbank).
3. Agree that Presbytery Representatives to the Commission of Assembly for the year 2017-2018 will be Rev Dr Nikki Macdonald (Upper Clyde) and Mr Scott Paget (Lanark: Greyfriars).
4. Note the resignation of Mrs M McGillivray as Presbytery Treasurer, thank Mrs McGillivray for her work on behalf of Presbytery and for her willingness to continue in post until a replacement is in place.

### **Report of the Congregational Support Committee**

#### **Transitional Support Group report on Kirkmuirhill Parish Church (Church of Scotland)**

A second meeting between the congregation of Kirkmuirhill Parish Church (Church of Scotland) and the Transitional Support Group was held recently. The report from the Transitional Support Group is appended as Appendix 1.

Having discussed the report, the committee see no reason why the sist on the Presbytery Plan with regard to Kirkmuirhill should not be lifted and the congregation of Kirkmuirhill Parish Church (Church of Scotland) given permission to call a minister without restriction as envisaged in the Presbytery Plan.

The Presbytery Clerk, Transition Support Group and the Convener of the committee met with the Interim Deacon and the Assessor Elders following the publication of the report. This was a very positive meeting and a way forward for the Assessor Elders was agreed. This includes inviting the Interim Deacon to produce a timescale for removing the Assessor Elders over a period of time to ensure that continuity is maintained throughout the initial vacancy process. For the avoidance of doubt the Assessor Elders will remain in place in the immediate weeks and months to help guide the Kirk Session.

All who have been involved in the process of change in Kirkmuirhill are grateful for the work of the Interim Deacon, Ann Lyall DCS. Whilst granting permission to call allows the congregation to reach a significant milestone in its life, all are in agreement that the Ministries Council should allow the continuation of the appointment of the Interim deacon for at least six months from the permission to call being agreed.

The committee therefore recommend that the Vacancy Procedure Committee

- a) Remove the restriction on the Presbytery Plan with respect to Kirkmuirhill Parish Church (Church of Scotland).
- b) Grant the congregation of Kirkmuirhill Parish Church (Church of Scotland) permission to call a minister on an unrestricted basis.

### **Local Church Review Consultant**

The timescale for the submission of tenders was extended to Thursday 2nd March and interviews are to take place on Monday 6th March. A verbal report will be given with details of the successful tender.

### **Deliverance: Presbytery**

1. Receive the report.
2. Note that a report from the Transitional Support Group to Kirkmuirhill Parish Church (Church of Scotland) has been received (Appendix 1) and agree:
  - a. Recommend that the Vacancy Procedure Committee
    - i. Remove the restriction on the Presbytery Plan with respect to Kirkmuirhill Parish Church (Church of Scotland).
    - ii. Grant the congregation of Kirkmuirhill Parish Church (Church of Scotland) permission to call a minister on an unrestricted basis.
  - b. Commend the Kirk Session and Congregation of Kirkmuirhill Parish Church (Church of Scotland) for the way they have engaged with the process of change and discovery under the ministry of the Interim Deacon and strongly urge them to continue on the path of learning and understanding of the role of women in a Church of Scotland congregation.
  - c. Reaffirm the role of the Assessor Elders in Kirkmuirhill Parish Church (Church of Scotland) and continue their appointment.
  - d. Invite the Interim Deacon in Kirkmuirhill Parish Church (Church of Scotland) to present a timetable for the release of Assessor Elders on a phased basis to the Congregational Support Committee for presentation to the May 2017 Presbytery meeting.
  - e. Commend the work of the Interim Deacon in Kirkmuirhill Parish Church (Church of Scotland) and strongly urge the Interim Ministries Task Group of the Ministries Council to continue the appointment for at least six months from the date of permission to call being granted as recommended by the Transitional Support Group
  - f. Instruct the clerk to send an extract minute to the Ministries Council

**Should Presbytery call agree Congregational Support Committee Sections of Deliverance 2 a i and 2 a ii, the Vacancy procedure Committee shall report ...**

## **Report of the Vacancy Procedure Committee**

### **Kirkmuirhill Parish Church (Church of Scotland)**

In response to the decision of Presbytery that Kirkmuirhill Parish Church (Church of Scotland) be given permission to call, the committee recommend that presbytery grant such permission. In line with the agreed Presbytery plan, the call will be unrestricted.

In March 2014 Presbytery passed a section of deliverance "Note that a congregational meeting of Kirkmuirhill Parish Church held on 3rd March 2014 voted to forego their right to call a minister in order to proceed to the appointment of a transition minister, and that 67 voted for, 0 against and 1 member abstained."

It would seem necessary therefore to hold another congregational meeting to reinstate the congregation's right to call. However, the Vacancy Procedure Committee heard evidence that the Transitional Support Group meeting that took place on 1<sup>st</sup> February 2017 was duly intimated to the congregation and well attended by the congregation. At that meeting there was a strong opinion from the congregation that they would wish their right to call to be reinstated and there was no dissenting voice from that opinion. With the report of the Transitional Support Group outlining this recommendation, the committee are willing to recommend to Presbytery that the congregational meeting with the Transition Support Group be de facto the congregational meeting where the right to call was reinstated by the congregation.

It is recommended, that for the sake of continuity, the advisory Committee for this vacancy will consist of Mrs Fiona Hannah (Convener), Mr Ewan Easton and Rev Helen Jamieson, all of whom are presbytery representatives on the current Transitional Support Group.

**Deliverance:** Presbytery

1. Receive the report.
2. In respect of Kirkmuirhill Parish Church (Church of Scotland):
  - a. Note that a congregational meeting of Kirkmuirhill Parish Church (Church of Scotland) took place with the Transition Support Group on 1<sup>st</sup> February 2017 at which the congregation spoke overwhelmingly and unanimously in respect of reinstating the congregation's right to call that Presbytery noted was relinquished in March 2014, and agree that this meeting and intention be taken as formal approval of the wishes of the congregation to reinstate their right to call a minister.
  - b. Agree that Kirkmuirhill Parish Church (Church of Scotland) be granted permission to call a minister without restriction with immediate effect.
  - c. Agree that the Advisory Committee in Kirkmuirhill Parish Church (Church of Scotland) will consist of Mrs Fiona Hannah (Convener), Mr Ewan Easton and Rev Helen Jamieson.
  - d. Note that Miss Ann Lyall DCS will remain as Interim Moderator of Kirkmuirhill Parish Church (Church of Scotland) at this time.

## Report of the Finance Committee

### Stated Annual Meetings and Annual Accounts

Congregations may be aware that the General Assembly of 2016 approved a change to Act 3, 1994 (as amended) that all Congregations must hold a Stated Annual Meeting not later than 30<sup>th</sup> June of each year. Whilst this allows some extra time for congregations to hold meetings so they do not necessarily coincide with Easter the committee remind Presbytery that the congregational Trustees should approve the annual report and accounts firstly, prior to them being submitted to the independent examiner, and secondly, no later than 31<sup>st</sup> March each year. Copies of the approved annual report and accounts should be in the hands of the Presbytery Finance Convener and the Church of Scotland Finance Department no later than that date of 31<sup>st</sup> March. If congregations do not adhere to this timescale it significantly and unnecessarily delays the Presbytery attestation process for all congregations and places stress upon the committee and treasurers to then meet the OSCR filing deadline of 30<sup>th</sup> September.

The committee further remind all congregational treasurers that no accounts or financial information should be submitted to OSCR until permission is formally intimated by the committee following the completion of the Presbytery attestation of accounts.

### Variance Allowance

Presbyters are reminded that any Congregations wishing to utilise any of the Variance allowance of Presbytery's Ministries and Missions allocation should make such applications by the May meeting of Presbytery.

**Deliverance:** Presbytery

1. Receive the report
2. In respect of Annual Reports and Accounts of congregations:
  - a. Remind all congregations that Stated Annual Meetings must be held by 30<sup>th</sup> June of this year.
  - b. That copies of the Congregational Accounts should be submitted to Presbytery by 31<sup>st</sup> March, by which time accounts should be approved by congregational trustees and independently examined.
  - c. Instruct all Congregational Trustees and Congregational Treasurers that no accounts or financial information should be submitted to OSCR until permission is formally intimated by the committee following the completion of the Presbytery attestation of account
3. Note that all applications for the Variance Allowance should be submitted to the committee by the May meeting of Presbytery.



## Kirkmuirhill Parish Church (Church of Scotland) Interim Ministry Final Review and Future Action

Congregation	Presbytery
Kirkmuirhill	Lanark
Interim Minister	Period of Interim Ministry
Ann Lyall	March 2016 -
<p><b>1. What impact has the interim ministry process had on your church?</b></p> <p>Church life at Kirkmuirhill was active and busy before the interim, however, many spoke about a real flourishing of that life over the last year. There has been a change in the demographic of the congregation with younger people joining. The Sunday School has increased and a crèche has started. Two members of the congregation are exploring a call to ministry.</p> <p>Links with the community have improved as Ann has conducted funeral services for people who were not members of the church and visited the bereaved families before and after the funeral.</p> <p>Church communication has improved. The website has been updated and the church is now on Facebook and Twitter.</p> <p>Finances are in order and the requirements of the church at Presbytery and National level are now clear</p> <p>More people are involved in the life and running of the church and some people feel that there is a place for them and their gifts that wasn't there before.</p>	
<p><b>2. What have they learned through the interim ministry process?</b></p> <p>To trust in God and have patience in God's timing</p> <p>The split in the congregation, though painful, has also brought good things</p> <ul style="list-style-type: none"> <li>• more people are able to use their gifts in worship and service,</li> <li>• different views are respected</li> <li>• there has been a strengthening of the fellowship</li> </ul>	
<p><b>3. What needs to happen next to enhance the life of the church and build on its achievements</b></p> <p>The strong message from the congregation is that they feel ready to call a minister. The TSG agree that Presbytery should grant a call to the congregation.</p> <p>Some expressed anxiety about maintaining the culture and momentum of Ann's work. The TSG think that allowing Ann to remain in place for the beginning of the vacancy process and perhaps to continue as interim moderator for a period after that if resources allowed would be helpful as the congregation transition to settled ministry.</p>	
<p><b>4. What further support from the Presbytery and national church would be helpful to this church?</b></p> <ul style="list-style-type: none"> <li>• Presbytery restore the right to call a minister</li> <li>• Presbytery allow the assessor elders to remain in place to maintain the stability created in the interim period</li> <li>• The Interim Ministry Task Group allow Ann to stay in place for the beginning of the vacancy. The TSG thought that six months after Presbytery restore the right to call would be helpful.</li> </ul>	

**5. Further comments.**

A spectrum of opinions about women's ministry exists within the congregation. It ranges from those who feel it is wrong to have woman elders to those who would like to have women elders. It includes shades of opinion in between from "yes but not now" to "no because we don't want further upset".

The congregation are aware of this spectrum and appear to treat one another respectfully.

It is an area of learning together for the congregation and they are careful of one another with it, there being a strong feeling of not wanting to cause further upset.

Any future movement on this matter is likely to come from the ministry of the next settled minister.



# The Presbytery of Lanark

2<sup>nd</sup> May 2017

## PRESBYTERY PAPERS

**The Presbytery of Lanark will meet for Ordinary Business on Tuesday 2<sup>nd</sup> May 2017 at 7pm in the halls of Lanark: St. Nicholas Parish Church.**

The following is the Draft Agenda:

### **AGENDA**

1. Constitution
2. Welcome to Visitors
3. Approval of the Agenda
4. Presentation – Playlist for Life
5. Minutes
6. Decisions under Delegated Powers
7. Roll of Presbytery
8. Correspondence
9. Good News Stories
10. Report of the Business Committee
11. Report of the Congregational Support Committee (Order of the day 8:15pm)
12. Report of the Vacancy Procedure Committee
13. Report of the Property Committee
14. Supplementary Report of the Congregational Development Committee
15. Intimations
16. Adjournment:  
The Presbytery adjourns to meet for Ordinary Business on Tuesday 20<sup>th</sup> June 2017 at 7 pm at Lanark: St Nicholas' Church Hall.

### **INTIMATIONS**

## **Decisions Under Delegated Powers**

The clerk has been informed of the following decisions made under delegated powers

### **Property Committee**

#### **Biggar, Gillespie Centre (21<sup>st</sup> March 2017)**

##### **Deliverance**

Presbytery:

1. Receive the report.
2. Agree under powers the expenditure of £13,000 to undertake the urgent roofing repairs detailed on MNA report and identified in Table under point 2b in the Biggar Kirk report.
3. Request the Clerk issue the relevant forms to the General Trustees for approval to allow the urgent repairs to be undertaken at an early stage.
4. Request Biggar Kirk provide an indicative timescale for the remainder of the work to repair the fabric to the sum of £31,490.
5. Commend Biggar Kirk for the provision of proposals for the upgrade of the Gillespie Centre to allow these to be discussed at an early stage.
6. Request Biggar Kirk provide additional outline information for the fit out works to the Gillespie Centre and the division of responsibility for the remainder of the proposals as they become available.

#### **Culter (26<sup>th</sup> April 2017)**

##### **Deliverance**

Presbytery:

1. Having previously given permission for the sale of Culter Church and a small portion of the glebe, agree to the sale of the Glebe at full agricultural value with an uplift should the site be developed in years to come.

## **COMMITTEE REPORTS**

### **Report of the Business Committee**

#### **Depute Presbytery Clerk**

Expressions of interest for this post should be made to the Convenor of the Business Committee by 31<sup>st</sup> May 2017. The post holder will work with the Presbytery Clerk and offer cover for him/her as necessary. The Depute Presbytery Clerk is a member of the Business Committee and the Vacancy Procedure Committee and is the minute secretary for these committees.

The post will be unsalaried. An honorarium will usually be paid annually in December. This payment will be based on work carried out in the previous year. Such payments will be reviewed annually by the Business Committee. As a guide, for the period 2016/2017 the payment would be in the region of £500 pro rata.

#### **Presbytery Moderator.**

For the session 2017/18 The Business Committee are pleased to recommend that Mr Alan Grant should be Presbytery Moderator.

#### **Culter Church.**

A request has been received for a wedding service to take place in Culter Church.

After discussions with the General Trustees the Business Committee are quite clear that the Presbytery position regarding the use of the church building is unchanged and that the use of the building for this service should be refused unless significant progress is made towards the sale of the building.

#### **Presbytery Treasurer**

Expressions of interest for anyone wishing to become Presbytery Treasurer should be made to the Convenor of the Business Committee by 31<sup>st</sup> may 2017.

An outline of the tasks involved is attached as an appendix to this report (appendix 1).

The post is open to non-members of Presbytery and the Presbytery Clerk will ask Session Clerk's to advertise this post as widely as possible.

## **Deliverance**

Presbytery:

1. Receive the report.
2. In respect of the appointment of the Depute Presbytery Clerk agree
  - a. The post holder will work closely with the Presbytery Clerk and offer cover for him/her as required.
  - b. The post holder will be a member of the Business Committee and the Vacancy Procedure Committee and will act as minute secretary for these committees.
  - c. The post will be unsalaried but will have an honorarium payed annually in December with such payment reviewed annually by the Business Committee to reflect the work done in the previous 12 month period.
3. The Business Committee are pleased to recommend that the Mr Alan Grant be appointed as Moderator Designate of the Presbytery of Lanark for the session 2017/18.
4. Agree that the Presbytery position regarding the use of Culter Church remains unchanged and that a recent request for the church to be used for a wedding should be refused unless significant progress is made towards the sale of the building.
5. Agree that expressions of interest for anyone interested in becoming Presbytery Treasurer should be made to the Convenor of the Business Committee by 31<sup>st</sup> May 2017 and instruct Session Clerks to advertise the position widely in their churches.

## **Report of Congregational Support Committee**

### **Local Church Review Visit to the Douglas Valley Church**

This Review was undertaken in the context of the Right to Call to the vacancy at The Douglas Valley Church falling due for review after 2 years and, in addition, the Kirk Session having sought support from Presbytery due to difficulties they were experiencing. It was agreed by Presbytery that undertaking a LCR at this time would be of value to -

- The congregation - for their own thinking about the nature of the support which would be most beneficial to them,
- Presbytery Committees and Presbytery itself - for planning and decision making about future ministry and support for The Douglas Valley Church.

The visiting group comprised Rev Nikki McDonald (team leader), Mrs Anne Cochrane and Mr Scott Paget, the review visits having taken place between 15th February and 6th April. **A full copy of their report is attached as Appendix 1.** The team and the office bearers of the congregation are to be congratulated in carrying out the review so quickly given that Lent and Holy Week fell within this period. This was greatly facilitated by the congregation having already carried out a 'health check' identifying areas of activity which they wished to pursue.

To summarise, the Douglas Valley is an area which has seen a steady decline in industry and employment opportunities over a long period. The registrar's office in Douglas was closed several years ago and the area has also lost its Post Office. There are fears that other services may follow. South Lanarkshire Council have been demolishing houses in the area, not because of any defects in them, but due to the fact that they are unable to find tenants willing to occupy them. There is only one bus service, running to Lanark, which runs to a fairly erratic timetable.

Many have left the area to seek employment elsewhere and this has had an impact on the congregation to the extent that at Sunday Worship recently the Session Clerk was only able to identify 4 people who were wage earners. To their credit, the congregation's per capita giving has steadily increased, despite which they now find themselves facing a financial crisis. They are also facing a leadership crisis as they are about to lose their long standing Session Clerk who has also recently been covering the roles of Treasurer and Property Convenor.

As the report points out the, congregational have worked hard to deal with a number of challenges around buildings and finance, including gifting St Brides Hall to the local community and the recent sale of the Church in Rigside, with the successful transfer of worship to the Community Hall. They are to be commended for these.

This is the most deprived area within the Presbytery, yet it has always just failed to meet the criteria to qualify as a rural development area within the Church of Scotland. It is served by an ageing congregation who are beginning to feel overwhelmed by the challenges facing them. The congregation and community are crying out for, and fully deserve, every support that the wider Church can offer.

The committee recommend that the sists on the vacancy at Douglas Valley Church be lifted and that Presbytery make the strongest possible representations to the Ministries Council to be allowed to appoint a Rural Development Worker as an additional member of staff in the Douglas Valley Church for a period of 5 years.

### **Programme of Local Church Review Visits**

The proposed programme of local Church review Visits is attached as Appendix 2. The names of those carrying out the visits to Carluke: Kirkton and Upper Clyde will be reported to the June meeting of Presbytery.

### **Assessor Elders at Kirkmuirhill Parish Church (Church of Scotland)**

The continuing office bearers and congregation of Kirkmuirhill Parish Church (Church of Scotland) have made considerable progress over the past three years, which has been recognized by Presbytery in giving them permission to call a minister. In view of this, and in consultation with the Interim Deacon, it is proposed to carry out a phased withdrawal of the Assessor Elders as follows:

- 2 Assessor elders to be withdrawn as of 31<sup>st</sup> June 2017.
- 3 Assessor elders to be withdrawn as of 31<sup>st</sup> November 2017
- The remaining 3 Assessor elders to be withdrawn as of 31<sup>st</sup> March 2018

### **Annual Attestation of Records**

The Annual Attestation of Records took place on the evening of Tuesday 18<sup>th</sup> April 2017. As in past years the general standard of record keeping is good and the majority of those congregations who made errors last year had corrected these this year. However, in some cases other errors or omissions had been made.

### **Deliverance**

Presbytery:

1. Receive the report
2. In respect of Douglas Valley Church (local Church Review Report Appendix 2)
  - a. Commend the office bearers and congregation of The Douglas Valley Church for their enthusiastic engagement with the visiting team.
  - b. Commend the office bearers and congregation of The Douglas Valley Church for their high level of commitment towards their church and its future.
  - c. Commend the outgoing Session Clerk of The Douglas Valley Church for his long, faithful and committed service to the congregation and local community.
  - d. Commend the work of Rev George Shand as Interim Moderator in helping them to remain positive and continue to develop ideas and initiatives.
  - e. Note that The Douglas Valley Church are facing both financial and leadership crises.
  - f. Note that the area served by The Douglas Valley Church is one of high deprivation.
  - g. Instruct the Clerk, along with representatives of the Congregational Support and Ministries Committees to make the strongest possible representations to the ministries Council to allocate a Rural Development Worker to The Douglas Valley Church.
  - h. Thank the visiting team for carrying out the review expeditiously at a busy period in the Church calendar.
  - i. Keep the office bearers and the congregation of The Douglas Valley Church in their prayers.
3. In respect of Local Church Review Programme
  - a. Note and approve the proposed programme of Local Church Review Visits (Appendix 3).
  - b. Note that the members of the teams to visit Carluke: Kirkton and Upper Clyde will be reported to the June meeting of Presbytery.
  - c. Request the sum of £5,500 to be released to Presbytery from the 2017 Ministries and Mission

Variance for the payment of the LCR consultancy programme, and instruct the clerk to send an extract minute to Finance Dept.

4. Agree the following phased withdrawal of Assessor Elders from Kirkmuirhill Parish Church (Church of Scotland) :-
  - a. 2 Assessor elders to be withdrawn as of 31<sup>st</sup> June 2017;
  - b. 3 Assessor elders to be withdrawn as of 31<sup>st</sup> November 2017;
  - c. The remaining 3 Assessor elders to be withdrawn as of 31<sup>st</sup> March 2018.
5. In respect of the Annual Attestation of Records
  - a. Note that the Annual Attestation of Records took place on the evening of Tuesday 18<sup>th</sup> April 2017.
  - b. Note that while the general standard of record keeping remains good, there is still room for improvement.
  - c. Commend the Office Bearers of the congregations within the bounds of Presbytery for their diligence in record keeping.
  - d. Thank the members of the Congregational Support Committee for carrying out the Annual Attestation of Records.

## Report of Property Committee

### Lanark: Greyfriars

Following receipt of documentation relating to the planned refurbishment proposals to Lanark Greyfriars Sanctuary, the Property Committee considered and discussed the issues therein.

The substantial document was issued by email in advance of the meeting due to the main business of the night being the attestation of records, however time was made to discuss the content with the committee members present. Paper copies of the report were available for review at the meeting.

In light of the Presbytery Property Convenor being an Elder and Trustee of Lanark Greyfriars he took no part in any discussion or final decision.

In summary Presbytery previously granted approval to undertake Phase 1 and agreed 'in principle' to grant permission for Phase 2 following receipt of the required detail and quotations with a view to further works being undertaken in Phase 3.

Phase 1 has been completed resulting in the provision of security of the heating to the hall for the future.

Following a scoping study, it became clear to the Kirk Session that moving forward with Phase 2 and 3 separately was a false economy. By amalgamating these phases a significant sum and months of upheaval could be avoided.

It is proposed that works contained in the report comprising improvements to the sanctuary are granted approval which includes:

1. Replacing the church heating system with a modern radiation system
2. Removing the pews and replacing with seats
3. Redecorating the sanctuary and vestibule
4. Upgrading the electrics in the sanctuary to modern code
5. Moving the AV control point to the balcony and removing 2 or 3 pews to accommodate
6. Ply sheeting the sanctuary floor and providing carpet to match the existing chancel

In addition the report includes the removal of the existing organ console which is beyond the economic repair of the Kirk Session and the relocation of the existing clavinova into the space previously occupied by the organ console. The existing pipe boxes and large pipes at the front of the sanctuary will be retained.

During the meeting the Property Committee were advised by the Minister of Lanark Greyfriars that in addition to the items detailed in the report additional works to include the provision of remote operated blackout blinds were being proposed which are subject to separate funding for the committee to consider. This was also discussed.

The work is proposed to be undertaken between 18<sup>th</sup> June and 2<sup>nd</sup> September 2017. A detailed programme of work has been drawn up allowing for a significant contingency between each section of work.

The Committee note that funding (with the exception of separate funding for the blackout blinds) for the works has been secured thanks to an anonymous benefactor. In addition the recovery of gift aid contribution has allowed for other works to be incorporated at this stage.

It is also noted that the Kirk Session have been consulted and approved the works and that due to the significant scale these proposals have been put to the congregation following a specially constituted meeting of the congregation.

The committee further note that CARTA have received the application and have appointed Rev Bill Hogg and Paul Faris to conduct a site visit.

*Post Committee Meeting note – CARTA visited site with Bobby Mitchell in attendance as representative of the Property Committee.*

The Committee having considered the proposals received, the information provided and noting the proposed visit by CARTA and also that the Kirk session and Congregation are in approval with funding secured are happy to recommend approval be granted for the work including the provision of blinds.

In light of the fact that the Property Committee Convenor is a trustee of Lanark Greyfriars and also that the Presbytery Clerk is the incumbent Minister of Lanark Greyfriars to ensure transparency the Property Committee brings this matter to Presbytery for their approval.

### **Law Parish Church**

Correspondence was received from the Interim Moderator of Law Parish Church requesting a meeting between the Presbytery Property Committee and their property sub-group to consider ways forward for the preparation of proposals for future works.

A meeting was subsequently held on Monday 24<sup>th</sup> April to discuss how proposals could be developed on ways forward and at what timescale future plans should be brought before Presbytery and where necessary the General Trustees. It should be noted that no formal proposals are in place at the present time and that this was merely a fact finding meeting. The Presbytery Property Committee were happy to meet the group and facilitate a discussion. It was also an opportunity to inspect the Manse at the current time. It is recognised that works have been undertaken to address items noted on the recent property inspection report which was undertaken by Michael Nisbet.

The existing boiler is being considered for replacement and further details of this will be provided to the Committee in due course.

The manse has been professionally cleaned including works to the walls and carpets. There is a small area in the utility ceiling which was affected by a previous leak which will be addressed along with work to improve access and to relocate the hot water tank in one of the upstairs bedroom cupboards.

Redecoration is to be undertaken following the appointment and subsequent discussion with a new minister in due course.

The Property Committee is satisfied that in the event of a Minister being inducted into the charge of Law Parish Church, the manse is suitable for occupation at this time. Works to undertake regular inspections should however be maintained.

### **Attestation Meeting**

At the Committee meeting held on the 18<sup>th</sup> April most charges within the bounds of Lanark Presbytery presented their Property Records for attestation.

Generally the reports were found to be in order, with inspections being undertaken and works carried out where necessary. Other works were noted as to be done but subject to suitable funding availability. Most congregations were using the new format report templates downloaded from 121. Advice was given to those still using the old system to transfer over for the following year.

Most records contained a copy of the required insurances and where this was held elsewhere advice was also given to insert an additional copy in the record folder for ease of future inspections.

Where records were not presented these should be brought for inspection at the next committee meeting.

### **Deliverance**

Presbytery:

1. Receive the report
2. In respect of Lanark: Greyfriars
  - a. Grant permission for the works to undertake Phase 2 and 3 of the Sanctuary modernisation plan, with the addition of providing of remote operated black-out blinds to the windows at a total cost of approximately £72,000, subject to the approval of the General Trustees.
  - b. Note that CARTA and the General Trustees have visited Lanark: Greyfriars, evaluated the proposals and costings and will present to a forthcoming meeting.

- c. Note that the works will commence on 18<sup>th</sup> June 2017 and are scheduled to be completed by 3<sup>rd</sup> September 2017 and that alternative arrangements for worship have been made by the Kirk Session.
  - d. Instruct the Clerk to send an extract minute of approval to the General Trustees
3. In respect of Law
  - a. Note that a 'fact-finding' meeting was held with Law Church for the potential of the development of future proposals.
  - b. Note that an inspection of the Manse at Law Parish was undertaken and the condition was considered suitable for occupation by a minister should it be required.
4. Note that the annual attestation of Property Records was carried out and that those records presented were found to be in order.
5. Request that those Congregations whose records were not presented, those records are brought for inspection at the next committee night.

## **Report of Congregational Development Committee**

### **Attestation of Safeguarding Registers & Safeguarding Audit Checklist**

Completed Registers and Audit Checklists, together with copies for Presbytery retention, were submitted by almost every Congregation. Overall, the records examined were found to have been completed to a good standard. Whilst Registers and Checklists are awaited from only a very few congregations, discussion has confirmed submission of these records is in hand.

### **Kirk Session Safeguarding Training**

A safeguarding training course for Kirk Sessions in the grouping comprising Forth, Carnwath and Carstairs, took place on Thursday evening, 28 March at Forth: St Paul's. The next Kirk Session Safeguarding course is planned for the grouping which includes Kirkmuirhill, Lesmahagow: Abbeygreen, Lesmahagow: Old and Coalburn. The training will be held at Lesmahagow Old Parish Church on Thursday 11 May and commence at 7.15pm.

### **Safeguarding Co-ordinators Meeting**

A meeting for all Safeguarding Co-ordinators has been arranged for Thursday 01 June at 7.30pm at Upper Clyde Church, Abington.

### **Deliverances:**

1. Receive the Report
2. Note that almost all Safeguarding Registers and Safeguarding Audit Checklists have been inspected and the examination of those outstanding is in hand.
3. Note that Kirk Session Safeguarding Training for the grouping of: Forth, Carnwath and Carstairs took place on 28<sup>th</sup> March at Forth: St Paul's and thank St Paul's Church for hosting the event.
4. Note that it is proposed to hold Kirk Session Safeguarding training primarily for the grouping of Kirkmuirhill, Lesmahagow: Abbeygreen, Lesmahagow: Old and Coalburn on 11 May at Lesmahagow: Old Parish Church.
5. Note that Safeguarding Co-ordinators meet on 1 June at 7.30pm at Upper Clyde Church, Abington.

## The Presbytery Lanark

### TREASURER'S JOB DESCRIPTION

The Treasurer will be expected to:

1. Issue cheques for payment of Invoices
2. Undertake lodgement of cheques with Bank. This is usually in November, December and January of the following year when cheques are received from Congregational Treasurers in respect of Presbytery Dues.
3. Keep cashbook up to date.
4. Serve on the Finance committee.

#### **Annually**

1. Prepare a Budget for the following year.
2. After approval by members of Presbytery, issue letters to the Congregational Treasurers advising them of the amount due to Presbytery for the payment of Dues.
3. Prepare Receipt & Payments Accounts for Audit and liaising with Accountant.
4. Liaise with Payroll department at 121 George Street in connection with the Presbytery Clerk's salary.

If not able to attend monthly Business committee meetings, the Treasurer will require to attend the October meeting of the Business committee to discuss finances for the following year e.g. salary and honoraria.

**Presbytery of Lanark  
Congregational Development Committee  
Local Church Review: Douglas Valley Church**

**1 CONTEXT.**

- 1.1 At its meeting in February 2017, the Presbytery of Lanark sisted vacancy activity at Douglas Valley Church. The charge has been without a minister since August 2014, and Presbytery are therefore required to call the vacancy for review after two years of being approved to call a minister. Presbytery has first instructed the Congregational Support Committee to undertake a Local Churches Review, and for the Congregational Support Committee, and Ministries Committee to then meet and discuss a way forward for the vacancy. These joint recommendations will be presented to Presbytery at, or before, its May 2017 meeting.
- 1.2 The LCR Team was therefore composed of representatives from both committees:  
Ministries Committee: Rev. Dr Nikki Macdonald (Team Leader), Anne Cochrane Congregational Support Committee: Scott Paget
- 1.3 The Team Leader held initial discussions with the office bearers of the charge on 15 February , and then two evening workshops on 9<sup>th</sup> and 23<sup>nd</sup> March. The LCR Team held a further meeting on 6<sup>th</sup> April to “mop up” any outstanding issues.
- 1.4 The LCR Visiting Team would like to thank the Kirk Session and office bearers for their very positive response to participating in the review. Special thanks, also, to the Session Clerk, Sinclair Scott, for his assistance, and for writing up the congregation contribution to the LCR reports. We would also like to thank the Interim Moderator, Rev. George Shand, for his support and encouragement.
- 1.5 It is worthwhile to note that the Church Office Bearers had already undertaken a “health check” and consequently felt prepared for the review.

**2. BACKGROUND.**

- 2.1 The Douglas Valley Church was formed by the union of the previously linked charges of Douglas St. Bride’s Church and Douglas Water & Rigside Church, with one Minister, one Kirk Session and two places of worship, governed by a Unitary Constitution. There has been worship in the Douglas Valley for nearly a thousand years. There is a strong covenanting tradition still celebrated in local Cameronian connections. The Church in Rigside has had strong evangelical outreach through the years. The congregation is small, the population of the villages having been significantly reduced by the collapse of deep coal mining after the 1950s and, in the last twenty years the loss of most of the significant local employers.
- 2.2 Although the congregation is small, it is committed, friendly, welcoming and hard working. Church members are active throughout the community and sustain powerful links with other voluntary groups locally. The main Church building in Douglas is a venue for many regular celebratory services, such as Remembrance, Easter and Christmas Services, Cameronian Sunday, World Day of Prayer, Thinking Day and others. Most local funeral services take place in the Church irrespective of membership, including for those of the Roman Catholic congregation occasionally. The Church buildings in Rigside were sold and worship has successfully transferred to the Community Hall (where a separate World Day of Prayer is also held). Joint services take place occasionally in both venues.
- 2.3 In common with many, they do not have young folk attending regularly and do not, currently, have a Sunday School. Competing community and sports activities impact on all local families.
- 2.4 Attendance on Sundays is on average 45 at Douglas, and 15 at Rigside. On average between both Churches 70% are aged 65 plus. Of the 24 office bearers, most are over 64.

2.5 Fabric. Douglas Valley Church is in a mostly positive position as regards fabric. The church building in Douglas is impressive, and well maintained. Recently some necessary work has been identified to the manse. The work included replacing the boiler and modernise the bathroom. Funding for the work is identified and work has already been put in progress

### **3. KEY THINGS IDENTIFIED THROUGH THE LOCAL CHURCHES REVIEW.**

3.1 As with most other churches, the pool of people prepared to take on office-bearer responsibility is narrowing, and office bearers are getting older. The LCR Team would like to commend the office bearers of the church for their hard work and dedication to their churches over the years, for their creativity, and for their continued commitment. The Team noted that the church is in a process of transition: it will be losing its long servicing and widely experienced Session Clerk in the next few months. The Treasurer also has recently resigned, again after many years of faithful service.

3.2 Within the Local Churches Review, the congregation identified a number of issues:

- areas of work they could undertake to build up the life and participation of the congregation,
- what the congregation could achieve by exploring different forms of worship.
- financial matters that need to be addressed

3.4 Parish statistics support the identification of some of the local difficulties:

- Within the congregation most are on fixed income or pensions.
- There is significant deprivation, especially in Rigside. They are in the bottom 15% of the Scottish population.
- There is low educational attainment compared with Scottish Average.

3.5 Because most of the industry and business has been lost. There are few, if any, remaining local employers who make a significant contribution to local employment. In the main, with only one or two exceptions, local businesses struggle to survive in a locally depressed market. Given a lack of local opportunities, there has been a significant decrease in business managers, and professionals from the community. Further, few people choose to retire to Douglas Valley.

3.6 Despite all of these worrying statistics, giving to the church has been remarkably steady. They have seen per capita rise, although there has been an overall reduction in income. However the concurrent rise in the Ministry and Mission allocation already presents the Church with a significant financial problem.

### **4. RECOMMENDATIONS**

4.1 The LCR Team commend Douglas Valley Church for their very positive engagement with the LCR process and for their openness in highlighting both positive and negative challenges that they face as a community as they look to the future. Arising from the LCR process, Douglas Valley have begun to develop an Action Plan, addressing the challenges that were highlighted in their discussions. We would encourage the Congregation to continue with the good work already begun on their Action Plans, and hope that they would develop and 'fine-tune' the Plan. We look forward to seeing their progress, especially in the areas of:

- developing a more effective communications strategy – we commend the current rebuilding of the old website,
- considering new expressions of worship (e.g. Messy Church),
- reaching out to the wider community (e.g. re-establishing an after school club, developing a befriending team, developing better links with the local cottage hospital,
- building further links with neighbouring rural parishes for fellowship/ friendship/ and possible sharing of resources,
- making Douglas Church both a more accessible building, as well as more eco-friendly/ fuel-efficient – this latter to also save heating costs,

- the establishment of a social committee to encourage more opportunities for fellowship,
- undertaking a skills audit – being pro-active about discovering ‘hidden’ gifts and finding ways in which these might be employed within the Congregation.

4.2 Although the Action Plan is currently a work in progress, the LCR team note that the Congregation have several areas that could be attended to sooner, rather than later, especially in the area of worship, namely:

**Rigside – music and space:** music is provided via a digital hymnal, although the sound from the system is not as satisfactory as it could be. The initial plan in process notes the possibility of purchasing a small speaker to enhance the sound.

We would encourage this, as well as finding ways to enhance the space used itself – to, as participants stated, ‘give it a more ‘churchy feel during worship’. Ideas were already being expressed that would be relatively straightforward and inexpensive.

**Home Communion:** in group conversation, it was noted that, although the Congregation provided opportunities for Home Communion, it was rarely utilised. This was thought to be due to a lack of publicity: we suggest a simple communication strategy be developed to highlight this particular service – possibly by word of mouth, putting it as an item on the weekly pew sheet, and a poster/s in an appropriate place/s.

**Douglas – AV system:** the church is furnished with an AV system that is not currently being used. We would encourage some training on this with identified volunteers, so that this equipment might be utilised, and, provide opportunities for more varied worship where appropriate.

The above areas do not necessarily need to wait until the finalised Action Plan is in place.

4.3 Although engaged in a variety of activities and, having been blessed with an excellent locum during the vacancy, the LCR Team noted that a shadow hung over the Congregation due to their financial situation. Having accrued added costs due to the vacancy, and lost income due to a decrease (removal from the area, or by death) in numbers, there is a current projected deficit of c.£5 000 per year. It is also to be noted that, while numbers have decreased, the overall giving has remained relatively stable – indeed, many members are giving quite sacrificially. This was quite humbling.

Clearly, the matter of an ongoing deficit needs to be addressed. The LCR Team observe that the parish has areas of immense deprivation, with the societal issues often entailed with poverty. The Clydesdale Food Bank are kept particularly busy in the Rigside area, but Douglas, too, has areas of extreme poverty. The LCR is of the opinion that Douglas Valley Church should be reclassified as a Priority area. There are certainly compelling arguments for this course of action. Reclassification would then make it eligible for support at both National and Presbytery level, and may help alleviate some of the current financial struggles. As such, we recommend that:

- a. Douglas Valley Church continue with their current fact-finding around local area service usage, such as Clydesdale Food Bank, etc., in order to demonstrate the financial difficulties found within the Parish, and to strengthen their case for reclassification
- b. that Presbytery support this, by calling for discussions with Ministries Council to find ways that the needs of the congregation can be appropriately supported by the Church at both a local and a national level.

**Local Church Review  
Programme of Visits 2017-2021**

<b>Proposed Programme of Local Church Review Visits</b>						
	Last Visited	2017	2018	2019	2020	2021
<b>Biggar I/w</b>	2007				X	
<b>Black Mount</b>	2009/10					
<b>Cairngryffe I/w</b>	2007					
<b>Libberton &amp; Quothquan I/w</b>	2009/10		X			
<b>Symington</b>	2007					
<b>Carluke: Kirkton</b>	2009/10	X				
<b>Carluke: St Andrews</b>	2012/13				X	
<b>Carluke: St Johns</b>	2007/08				X	
<b>Carnwath</b>	2004/05 (IM)					
<b>Carstairs</b>	2008/09		X			
<b>Coalburn I/w</b>	2016/17					
<b>Lesmahagow Old</b>						X
<b>Crossford I/w</b>	2007/08					
<b>Kirkfieldbank</b>				X		
<b>Douglas Valley</b>	2003/04	X				
<b>Forth: St Pauls</b>	2005/06			X		
<b>Kirkmuirhill</b>	2009/10			X		
<b>Lanark: Greyfriars</b>	2014/15					X
<b>Lanark: St Nicholas</b>	2008/09			X		
<b>Law</b>	2015/16					X
<b>Lesmahagow: Abbeygreen</b>	2012/13				X	
<b>Upper Clyde</b>	2007/08	X				



# The Church of Scotland

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## Presbytery of Lanark

**The Presbytery will meet in St. Nicholas Parish Church Hall on Tuesday 20 June 2017  
at 7pm for the following and other competent business.**

*Rev Bryan Kerr, Presbytery Clerk*

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### **Order of Business – 20 June 2017**

1. Constitution
2. Welcome to Visitors
3. Approval of the Order of Business
4. Minutes
5. Appointment of Depute Presbytery Clerk
6. Presentation – Boys' Brigade Scotland - Paul O'Shea
7. Decisions under Delegated Powers
8. Roll of Presbytery
9. Correspondence
10. Good News Stories
11. Report of the Business Committee
12. Report of the Ministries Committee
13. Report of the Guild Presbyterial Council
14. Report of the Congregational Support Committee
15. Report of the Property Committee
16. Report of the Finance Committee
17. Intimations
18. Adjournment:

The Presbytery adjourns to meet for Ordinary Business on Tuesday 5 September 2017 at 7 pm in Carluke: St. John's Parish Church.

## Intimations

### Ministries Gathering

As outlined in the Business Committee report, every minister, deacon, reader and Interim Moderator has been invited to a gathering hosted by the Presbytery Clerk to discuss issues relating to changes in legislation following the General Assembly, matters relating to ministry, as well as hearing from Claire Milrine from Ministries Council on the new Ascend Support programme. The gathering will take place on Thursday 17<sup>th</sup> August from 10am and finishing with a sandwich lunch at 12:30pm in Greyfriars Parish Church, Lanark. It is hoped that all invited would be able to make this date a diary priority.

## Decisions under delegated powers

The Clerk has been informed that the following decisions have been made under Delegated Powers.

### Deliverance

*Property Committee (18<sup>th</sup> May 2017)*

The Presbytery:

1. Receive the report.
2. Agree under delegated powers to the replacement of the boiler at Lesmahagow Abbeygreen Manse.
3. Agree under delegated powers to the repairs to the driveway at Lesmahagow Abbeygreen on the basis that the use of road planing material is entirely at the risk of the Kirk Session of Lesmahagow Abbeygreen.
4. Instruct the Presbytery Clerk to advise the Kirk Session of Lesmahagow Abbeygreen of the decisions made by the issue of a relevant minute.

## Report of the Business Committee

### Deliverance

The Presbytery:

1. Receive the report.
2. Agree the appointment of Rev George Shand to serve as Depute Presbytery Clerk.
3. In respect of Presbytery Committees
  - a. appoint Mr Scott Paget as Convenor of Congregational Support Committee from 1 July 2017
  - b. appoint Rev Louise Mackay as Convenor of Congregational Development Committee from 1 July 2017
  - c. agree the Committee membership for 2017-2018 (Appendix 1)
4. In respect of the Complaints Committee
  - a. agree the Complaints Committee membership be Rev Elizabeth Clelland (Convenor), Mrs Anne Cochrane, Rev Harry Findlay, Rev Maudeen MacDougall, Mrs Anne Reid and Mr Jim Watt.
  - b. agree that The Depute Presbytery Clerk be the alternative contact to receive complaints.
  - c. in accordance with the decision of Presbytery on 7 October 2014, and in accordance with Act X, 2012, instruct the Clerk to inform Hamilton Presbytery of the changes to the personnel within the Complaints Committee.
5. Agree that meetings of Presbytery will be held in Greyfriars Parish Church, Lanark (with the exception of September meetings held in the church of the incoming Moderator) with committee meetings continuing to be held in the halls of Lanark St Nicholas Parish Church.
6. Agree that for session 2017-2018, Presbytery meetings be held at 7pm on 5 September, 3 October, 7 November, 5 December 2017, 6 February, 6 March, 1 May and 19 June 2018.
7. Agree that for session 2017-2018, Presbytery Committees meet on 22 August, 19 September, 24 October, 21 November 2017, 23 January, 20 February, 20 March, 17 April, 5 June 2018.
8. Agree powers of Presbytery be granted to The Presbytery Clerk, Depute Presbytery Clerk, Business Convenor and Moderator from the close of the meeting to the start of September meeting of Presbytery.
9. In respect of Joint Summer Services
  - a. grant permission for joint services to take place between Lanark: St Nicholas and Lanark: Greyfriars from 25 June to 6 August 2017, with ecumenical services being held outwith both buildings on 25 June, 9 July and 6 August
  - b. grant permission for joint services to take place between Carluke: St Johns, St Andrew's and Kirkton from 2 July to 13 August 2017.
10. Agree that early in the new session there should be a meeting of all committee convenors to discuss the future shape of Lanark Presbytery with a report being brought to Presbytery for discussion as soon as possible after this meeting.
11. Agree that the Year Book for session 2017-2018 be issued as soon after this meeting as possible.
12. Note that the Presbytery Clerk intends to meet with Ministers and Interim Moderators to discuss decisions of interest after this year's Assembly.
13. Instruct the Clerk write to Rev Nancy Norman thanking her for her service as Locum at Upper Clyde and Douglas Valley churches.

### Report

#### Depute Presbytery Clerk

The Rev George Shand expressed an interest in this post. After discussion between the Presbytery Clerk, The Convenor and the Rev George Shand it was agreed that with Presbytery approval he should become Deputy Clerk with immediate effect. As well as undertaking cover for the Clerk as necessary, it was anticipated that the Depute Presbytery Clerk have oversight of the Local Church Review programme.

#### Presbytery Treasurer

So far there have been no expression of interest in this post. Presbyters are urged to give serious consideration to who might be able to fill this vital post. The treasures need not be an Elder of a member of Presbytery.

### **Presbytery Committees**

The proposed list for Committee membership for 2017/2018 is provided to members of Presbytery in Appendix I. Because of changes within Presbytery it has been necessary to change some convenorships. Rev Louise Mackay will convene Congregational Development and Mr Scott Paget will convene Congregational Support. New Presbytery Elders have been given their first choice of committee while some existing Elders have moved committee.

### **Complaints Committee**

With the appointment of Rev George Shand as Depute Presbytery Clerk it is no longer appropriate for him to serve on the Complaints Committee. It is recommended that Rev Elizabeth Clelland be appointed as Convenor and Mr Jim Watt be appointed as a member. The membership of the committee would then be Rev Elizabeth Clelland, Rev Maudeen MacDougall, Rev Harry Findlay, Mrs Anne Reid, Mrs Anne Cochrane and Mr Jim Watt.

As we work with Hamilton Presbytery in this matter, they should also be informed of these changes.

It is recommended that the Depute Presbytery Clerk be listed as the alternative contact for any complaints received.

### **Venues and Dates for Presbytery/ Committee meetings**

Over the past year it has become apparent that with the increasing use of technology at Presbytery meetings, Lanark St Nicholas hall is no longer suitable as a venue for Presbytery meetings. It is recommended to Presbytery that as from the new session, Presbytery Committees continue to meet in the halls of Lanark: St Nicholas while presbytery meetings move to Lanark: Greyfriars.

In Session 2017-2018 it is proposed to hold Presbytery meetings at 7pm on 5 September, 3 October, 7 November, 5 December 2017, 6 February, 6 March, 1 May and 19 June 2018. It is further proposed to hold Business Committee at 10am, and other Committees at 7pm on 22 August, 19 September, 24 October, 21 November 2017, 23 January, 20 February, 20 March, 17 April, 5 June 2018.

### **Powers**

Over the summer period Presbytery are asked to grant powers to the Presbytery Clerk, Depute Presbytery Clerk, Convenor of the Business Committee and the Moderator.

### **Joint Summer Services**

Requests have been received for joint summer services from the following:

Lanark: St Nicholas and Lanark: Greyfriars: These joint services begin on 25 June and go through to 6 August. Three ecumenical services will take place in Lanark outwith either building on 25 June, 9 July and 6 August.

Carluke St John's, St Andrew's and Kirkton: Joint services will take place in Carluke from 2<sup>nd</sup> July through to 13<sup>th</sup> August.

### **Future planning for Presbytery**

It has been some time since the committee structure etc. of Presbytery was looked at. Early in the new session it is proposed to hold a meeting of all committee convenors. This meeting will consider the future shape of Lanark Presbytery. A report for discussion will be brought to Presbytery as soon as possible after this meeting.

### **Presbytery Year Book**

The Year Book for session 2017-2018 has been produced and it is anticipated that this be issued as soon after this meeting of presbytery as possible.

### **Assembly Update**

The Presbytery Clerk will hold an informal meeting for all ministers and Interim Moderators to update them on decisions that affect them after this year's Assembly.

## Rev Nancy Norman

Rev Nancy Norman had decided to retire as Locum at Douglas Valley. Nancy had served this Presbytery faithfully for a number of years. First as Locum at Upper Clyde than at Douglas Valley. Her contribution to these congregations and to Presbytery has been considerable. The Clerk will write to Nancy thanking her for her service and wishing her well for the future.

## Report of the Ministries Committee

### Deliverance

The Presbytery:

1. Receive the report.
2. In respect of Register of Ministries
  - a. in accordance with Act 2, 2017, note the initial register of ministries (Appendix 2) for the Presbytery of Lanark and instruct any minister unhappy with their categorisation to contact the Presbytery Clerk no later than 14<sup>th</sup> August 2017.
  - b. agree that the post of 'Resident Chaplain to Braehead House Christian Healing Centre' be defined as a post equivalent to other chaplaincy posts as defined in Section 11 of Act 3, 2000 (as amended) and resolve that, should the postholder be a Minister of Word and Sacrament of the Church of Scotland they will be entitled to membership of the Presbytery of Lanark and should be entered into the Register of Ministries as Category E, as allowed in Act 2, 2017.
3. In respect of the Draft Basis of Union between Coalburn linked with Lesmahagow: Old:
  - a. note that the congregation of Coalburn voted 22 for and none against the draft Basis
  - b. note that the congregation of Lesmahagow: Old voted 38 for and none against the draft Basis
  - c. agree that the legal name of the congregation shall be 'The Parish of Coalburn and Lesmahagow Old (Church of Scotland)'
  - d. approve the Draft Basis of Union between Coalburn and Lesmahagow Old (Appendix 3)
  - e. instruct the clerk to issue an extract minute to the Presbytery Planning Task Group of the Ministries Council for approval.
4. Nominate Ms Kaye Gardiner, member of Kirkmuirhill Parish Church (Church of Scotland) as a candidate in Training for the full time ministry of Word and Sacrament and assure her of the ongoing support of Presbytery throughout the period of training.
5. Note the preparation, and circulation to Ministers, of a short questionnaire on the subject of Presbytery Chaplaincy.

### Report

#### Registration of Ministries

The Presbytery Clerk has advised that there have been some substantial changes since Presbyteries were last given the opportunity to comment on this document. Feedback from Presbyteries at consultation prompted review of this document which has now been re issued. Examples of the changes include

- Ministers in Category O will retain this categorisation for three year after demission.
- Chaplains will be in Category E
- Chaplains will revert to category E or R on demission

All of the retired Ministers in our Presbytery are now in category R as it is more than 3 years since they all demitted their charges.

The draft register of Ministries is attached as appendix 2. All ministers have given their approval for the category in which they are registered, however there will still be some tidying up required prior to final approval and submission to the Ministries Council in September, mainly due to the fact that ministers who

are not resident within the Presbytery or members of a church within the bounds cannot be entered upon the Presbytery's register and will need to move Presbytery.

The committee discussed the post of Resident Chaplain at Braehead House. Upon consultation with the Convenor of the General Assembly's Legal Questions Committee, the Presbytery Clerk advised Ministries Committee that this post could be deemed equivalent to a chaplaincy within the NHS or Prisons (due to the fact that they have a line management structure and no central church committee overseeing their day to day ministry). The committee recommend that Presbytery resolve accordingly.

### **Union of Coalburn and Lesmahagow Old**

The Presbytery Clerk has received extract minutes from both congregations which unanimously approve the Draft Basis of Union (Appendix 3). This comes out of work done by the congregations with the LCR team. The committee are pleased to recommend acceptance of the draft Basis of Union to the Presbytery for onward transmission to Presbytery Planning Task Group.

### **New candidate for training for ministry**

Kaye Gardner has been accepted as a candidate for training to be a full time Minister of Word and Sacrament. Kaye is a member of Kirkmuirhill Parish Church and the committee are delighted to recommend acceptance of nomination of candidature.

### **Chaplains to presbytery**

After much discussion on the role of presbytery Chaplain, the Committee agreed that a questionnaire for Ministers should be prepared by the Committee, and circulated to determine the focus of work for any Chaplain in Lanark Presbytery. It is anticipated that in this document, that there will be questions about available professional support.

## **Report of the Congregational Support Committee**

### **Deliverance**

The Presbytery:

1. Receive the report.
2. In respect of Local Church Reviews
  - a. note that the committee warmly welcomed the presentation by 'Catch the light' on their proposals for carrying out Local Church Review Visits.
  - b. note that the LCRV reports on the congregations of Upper Clyde and Carluke: Kirkton are to be in the hands of the Convenor by 15<sup>th</sup> November 2017.
  - c. note that the team to carry out the LCRV to Upper Clyde will be Rev Maureen MacDougall and Mr Hugh Stewart, along with the consultants from 'Catch the Light'.
  - d. note that the team to carry out the LCRV to Carluke: Kirkton will be Rev Elspeth MacLean and Mrs Helen Chekansky, along with the consultants from 'Catch the Light'.
3. In respect of Practicing Certificates, and in accordance with Act II, 200 (as amended),
  - a. issue Practicing Certificates to Rev Elizabeth Clelland, Rev Roy Cowieson, Rev Jim Cutler, Rev Bev Gauld, Rev Graham Houston, Rev Margaret Muir and Rev John Turnbull and note that these will be effective until 31<sup>st</sup> December 2017 or until such time as Act 2 2017 anent the Registration of Ministers comes into force.
  - b. note that Rev Roy Cowieson, Rev Bev Gauld, Rev Margaret Muir and Rev John Turnbull have indicated that they will not be taking up their seats in Presbytery.
4. In respect of Kirkmuirhill Parish Church (Church of Scotland)
  - a. note that the two Assessor Elders being withdrawn from Kirkmuirhill Parish Church (Church of Scotland) on 30<sup>th</sup> June will be Mr Denham McDougall and Mr Jim Sinclair.
  - b. instruct the Clerk to write to Mr Denham McDougall and Mr Jim Sinclair thanking them for their valuable and valued contribution to the life and work of Kirkmuirhill Parish Church (Church of Scotland) during their period as Assessor Elders.

5. Invite the Congregational Support Committee and Ministries Committee to host a meeting with an external facilitator, to be attended by the Parish Ministers and four representatives from each of the three congregations involved in the Carluke Parish Grouping, with the aim of re-establishing communication and trust in order that the beneficial work of the Parish Grouping be restarted.

## Report

### Local Church Review Visits

At the meeting on 6<sup>th</sup> June the committee received a presentation from our consultants 'Catch the Light' outlining their proposals for carrying out LCRV's. This was warmly welcomed by the committee as it is a well thought out programme which will give all members of congregations the opportunity to participate and have an input into the process.

This year LCRV's will be made to the Congregations of Upper Clyde and Carluke: Kirkton with the reports to be in the hands of the convenor of the Congregational Support Committee no later than 15<sup>th</sup> November 2017.

The teams carrying out these visits under the leadership of 'Catch the Light' will be:-

- Upper Clyde - Rev Maudeen MacDougall and Mr Hugh Stewart
- Carluke: Kirkton - Rev Elspeth MacLean and Mrs Helen Chekansky

An initial meeting with the teams and representatives from the congregations will take place at Braehead House on Saturday 12<sup>th</sup> August 2017.

### Practicing Certificates

Requests for Practicing Certificates have been received from Rev Elizabeth Clelland, Rev Roy Cowieson, Rev Jim Cutler, Rev Bev Gauld, Rev Graham Houston, Rev Margaret Muir and Rev John Turnbull. The committee recommend that these certificates should be granted. They will be effective until 31<sup>st</sup> December 2017 or until such time as Act 2 2017 anent the Registration of Ministers comes into force. Rev Roy Cowieson, Rev Bev Gauld, Rev Margaret Muir and Rev John Turnbull have indicated that they will not be taking up their seats in Presbytery.

### Assessor Elders at Kirkmuirhill Parish Church (Church of Scotland)

The two Assessor Elders being withdrawn from Kirkmuirhill Parish Church (Church of Scotland) on 30<sup>th</sup> June will be Mr Denham McDougall and Mr Jim Sinclair.

### Carluk Parish Grouping

In January of 2017 the Convenor of the Congregational Support Committee received a letter from the Session Clerk of Carluk: St Andrews in deferred union with Carluk: St Johns seeking a meeting with representatives of the committee to discuss continuing concerns they had around the Carluk Parish Grouping. This was discussed at the January meeting of the Committee as a result of which the Convenor and Rev Elizabeth Clelland met with the Kirk Session on 22<sup>nd</sup> February.

As the Parish Grouping falls under the remit of the Ministries Committee the Convenor of that committee was sent a copy of the report on this meeting and this was discussed jointly by the two committees at a meeting in March. At this meeting the two representatives were charged with visiting with the Kirk Sessions of Carluk: St Johns and Carluk: Kirkton to ascertain their views on the Parish Grouping. These meetings took place on 19<sup>th</sup> April and 8<sup>th</sup> May respectively.

In the interim the Session Clerk of St Andrews wrote to the Clerk to the Parish Development Group stating that they would not be attending any further meetings of the group until the request to the Congregational Support Committee had been dealt with.

It is the opinion of the joint committees that the Parish Grouping has been of great benefit to the furtherance of the mission of the Churches in Carluk in bringing the message of God's love to the community and that it should continue and grow. It is clear, however, that communication and trust between the Kirk Session of St Andrews and those of Kirkton and St Johns has broken down. We therefore recommend that Presbytery invite representatives, comprising the Minister and four elders, from each congregation to a meeting, at a

time and place to be decided in order to re-establish communication and trust. This meeting will be presided over by an external facilitator. It is the fervent hope and prayer that the three congregations will engage fully with this process in order that God's work within the town of Carluke may continue to develop.

## Report of the Property Committee

### Deliverance

The Presbytery:

1. Receive the report
2. In respect of Biggar Kirk
  - a. note that the Gillespie Centre Association in Biggar is in the process of being disbanded and that the responsibility for the Gillespie Centre will revert to the Kirk Session of Biggar Kirk.
  - b. note that whilst permission for urgent repairs has been given, future funding in the region of £46,000.00 is required to undertake internal and external repairs.
  - c. instruct the Property Committee, in collaboration with the Finance and Congregational Support Committees, to call a meeting to meet with the Biggar Kirk Session and Strategy Group in the near future to discuss matters to provide support advice and assistance.
3. Note that the Property Committee are happy to be involved in any meetings with the General Trustees and representatives from Kirkmuirhill relating to the future manse provision.
4. In respect of Presbytery Planning Building Categorisation
  - a. note that the Property Committee are happy to meet with relevant members of the Ministries Committee and appointed members of St Andrews and St John's to discuss the future use of the buildings in regard to the Deferred Union.

### Report

#### Biggar Kirk

The Property Committee were advised that the Gillespie Centre Association in Biggar is currently in the process of being disbanded and that the responsibility for the Gillespie Centre will revert back to the Kirk Session of Biggar Kirk along with the building and current assets.

The Property Committee previously gave permission under delegated powers for the expenditure of a sum of £13,000.00 for urgent repairs identified at the Gillespie Centre. This sum for repairs is now likely to come from the reserves of Biggar Kirk following the transfer of assets of the Gillespie Centre.

At the same time as providing the permission for the urgent repairs the Property Committee were advised that a further £19,000.00 for internal repairs and £27,000.00 for external repairs would be required in the near future.

The Property Committee were advised that Biggar Kirk have in place a Strategy Team to review the works, future funding and the way forward. They however require the completion of an Architects report on the Church and Manse Buildings of Biggar Kirk to look at the works as a whole and identify all costs before embarking on works.

The Property Committee commend the appointment of a Strategy Team and in order that Presbytery were kept apprised of the works, would propose that there is integration with relevant members of the Property, Finance and/or Congregational Development to provide advice and support if necessary.

#### Kirkmuirhill

Correspondence regarding Kirkmuirhill Manse was remitted to the Property Committee for information at this stage. This is in respect of the possibility of undertaking a feasibility study into potential options for the current manse.

The Property Committee having discussed the correspondence received consider that a meeting with the General Trustees would be advantageous in light of their knowledge and experience in respect of these matters and any future discussions that may result.

The Property Committee would be happy to be involved and to attend any future meetings between the General Trustees and representatives from Kirkmuirhill regarding any future proposals and developments in regard to the manse situation.

### **Presbytery Planning Building Categorisation**

The General Assembly of 2017 agreed that as of 1 January 2018 there will be no process of arbitration available to Presbytery's in determining buildings to make use of or close. The Assembly further instructed presbyteries to ensure that Presbytery Plans are studied and decisions made where buildings fall into Category D, the category which enabled Presbyteries to delay a decision on future buildings use. The Property Committee are in discussion with the Ministries Committee and will be in touch with any congregations this affect over the coming weeks. It is important that all congregations affected fully engage with the committees to ensure that proper information is gleaned to enable Presbytery to make a determination.

## **Report of the Finance Committee**

### **Deliverance**

The Presbytery:

1. Receive the report.
2. Agree to the following reductions in the 2017 Ministries and Mission Allocations
  - a. Tinto Parishes - Bubblegum & Fluff - £1145
  - b. Carluke: St. Andrews – Drop in & Alzheimers Project - £1500
  - c. Forth St. Paul's – Project Costs excluding Staffing - £1200
  - d. Kirkmuirhill – Holiday Club – £1000
  - e. Lanark: Greyfriars – Cinema & Christmas Activity Day - £2000
  - f. Carstairs – Night Kirk & Open Book - £1660

### **Report**

#### **2017 Variance Allowance**

The Finance Committee recommend the reductions in the 2017 Ministries and Mission Allocations for the following congregations

- Tinto Parishes - Bubblegum & Fluff - £1145
- Carluke: St. Andrews – Drop in & Alzheimers Project - £1500
- Forth St. Paul's – Project Costs excluding Staffing - £1200
- Kirkmuirhill – Holiday Club – £1000
- Lanark: Greyfriars – Cinema & Christmas Activity Day - £2000
- Carstairs – Night Kirk & Open Book - £1660

The committee agreed not to recommend to Presbytery any request for assistance with fabric expenditure, in keeping with previous decisions of Presbytery as to how this money ought to be used in congregations, namely imaginative mission projects. Should the variance be utilised for fabric repairs then the committee is of the mind that any available allowance would be used by a small number of projects in a very quick timescale, thus eliminating much of the possibility for mission for which the variance allows.

<b>PROPOSED COMMITTEE MEMBERSHIP 2017-2018</b>				
<i>Fifth+ Year</i>	<i>Fourth Year</i>	<i>Third Year</i>	<i>Second Year</i>	<i>First Year</i>
<b>CONGREGATIONAL DEVELOPMENT (CONVENOR - REV LOUISE MACKAY - 1<sup>ST</sup> YEAR)</b>				
David Carmichael				
John Austin Robert Carson Lilias Nicol	Anne Reid Tom Chalmers			Elizabeth Bradley Bill Love
<b>CONGREGATIONAL SUPPORT (CONVENOR - MR SCOTT PAGET - 1<sup>ST</sup> YEAR)</b>				
			Elizabeth Clelland M Macdougall	
Alex McPhee	David Waters Mabel Morris		Anna Lumsden	Lynn Cochrane
<b>FINANCE (CONVENOR - REV STEVEN REID - 4<sup>TH</sup> YEAR)</b>				
	Mary McGillivray* Graham Chapman Jack Lumsden**			
	Harry Findlay			
<b>MINISTRIES (CONVENOR - REV DR NIKKI MACDONALD - 3<sup>RD</sup> YEAR)</b>				
			Ann Lyall	Elspeth MacLean
Anne Cochrane			George Forbes Libby Muir	Jim Watt
<b>PROPERTY (CONVENOR - MR EWAN EASTON - 4<sup>TH</sup> YEAR)</b>				
			Jim Cutler	Helen Jamieson
William Coulter Bobby Mitchell	Cameron Murray	Peter McLeish		Kenneth Watson
<b>WORLD &amp; COMMUNITY ISSUES (CONVENOR - REV MIKE FUCELLA - 2<sup>ND</sup> YEAR)</b>				
Iain Cunningham			Elijah Obinna	
Hugh Stewart	Willie Macsween	Elizabeth McLachlan		Helen Chekansky
<b>BUSINESS (CONVENOR - MR BILL LOVE - 5<sup>TH</sup> YEAR; PRESBYTERY CLERK - BRYAN KERR; DEPUTE CLERK - GEORGE SHAND; TREASURER - MARY MCGILLIVRAY*)</b>				
			H Jamieson (2yr)	Louise Mackay (1yr)
				Alan Grant (2yr) Mabel Morris George Forbes

**Clerk and Depute Ex-officio members of all committees**

\* Ex- Officio Member, \*\* Co-opted Member

## Initial DRAFT Register of Ministries

## Presbytery of Lanark

Name	Address	Telephone numbers	Email address	Ministry [Minister (as defined) OR OLIM OR Auxiliary Minister OR Deacon]	Category of Registration	Effective date of Registration	For category O: If applicable, registration lapses on date noted below*
Rev David S Carmichael	Abbeygreen Manse, Lesmahagow, ML11 0DB	01555 893384	david.carmichael@churchofscotland.org.uk	Minister	O	1 January 2018	
Rev Elizabeth Clelland BD	Braehead House, Christian Healing and Retreat Centre, Crossford, ML8 5NQ	01555 860716	liz_clelland@yahoo.co.uk	Minister	E	1 January 2018	
Rev Susan G Cowell BA, BD	3 Gavel Lane, Regency Gardens, Lanark, ML11 9FB	01555 665509	scowell223@btinternet.com	Minister	R	1 January 2018	
Rev Roy Cowieson BD	R2160-15 Hawk Drive, Courtenay B.C. V9N 9B2 Canada		arjay1232@gmail.com	Minister	R	1 January 2018	

Rev James Cutler BD, CEng, MStructE	12 Kittlegairy Place, Peebles, EH45 9LW	01721 723950	revjimc@outlook.com	Minister	R	1 January 2018	
Rev Iain D Cunningham MA, BD	Kirkton Manse, 9 Station Road, Carluke, ML8 5AA	01555 771262	icunningham@churchofscotland.org.uk	Minister	O	1 January 2018	
Rev Harry J W Findlay MA, BD	2 Alba Gardens, Carluke, ML8 5US	01555 759995	henryfindlay@btinternet.com	Minister	R	1 January 2018	
Rev Mike D Fucella BD, MTh	Candlemas, 6c Leafield Road, Biggar, ML12 6AY	01899 229221	mfcucella@churchofscotland.org.uk	Minister	O	1 January 2018	
Rev Beverly Gauld MA, BD	7 Rowan View, Lanark, ML11 9FQ	01555 665765		Minister	R	1 January 2018	
Rev Dr Graham R Houston BSc, BD, MTh, PhD	3 Alder Lane, Beechtrees, Lanark, ML11 9FT	01555 678004	gandih6156@btinternet.com	Minister	R	1 January 2018	
Rev Helen E Jamieson BD, DipEd	St. Andrew's Manse, 120 Clyde St, Carluke, ML8 5BG	01555 771218	hjamieson@churchofscotland.org.uk	Minister	O	1 January 2018	
Rev Bryan Kerr BA, BD	Greyfriars Manse, 3 Bellefield Way, Lanark, ML11 7NW	01555 663363	bkerr@churchofscotland.org.uk	Minister	O	1 January 2018	

Ann Lyall DCS	The Manse, 2 Lanark Road, Kirkmuirhill, ML11 9RB	01555 892409	alyall@churchofscotland.org.uk	Deacon	E	1 January 2018	
Rev Dr Nikki Macdonald BD, MTh, PhD	31 Carlisle Road, Crawford, ML12 6TP	01864 502139	nmacdonald@churchofscotland.org.uk	Minister	O	1 January 2018	
Rev Maudeen I MacDougall BA, BD, MTh	11 Range View, Kames, Carstairs, Lanark, ML11 8TF	01555 871258	maudeen.macdougall@churchofscotland.org.uk	Minister	O	1 January 2018	
Rev Louise E Mackay BSC, BD	2 Kairnhill Court, Lanark, ML11 9HU	01555 661936	lmackay@churchofscotland.org.uk	Minister	O	1 January 2018	
Rev Elspeth J MacLean BVMS, BD	22 Lea Rig, Forth, Lanark, ML11 8EA	01555 728837	emaclean@churchofscotland.org.uk	Minister	O	1 January 2018	
Rev Margaret Muir MA, LLB, BD	59/4 South Beechwood, Edinburgh, EH12 5YS	0131 313 3240		Minister	R	1 January 2018	
Rev Dr Elijah O Obinna BA, MTh, PhD	18 Old Brigend, Carluke, ML8 4HN	01555 752389	eobinna@churchofscotland.org.uk	Minister	O	1 January 2018	
Rev Stephen A Pacitti MA	157 Nithsdale Road, Glasgow, G41 5RD	0141 423 5792	ibanawi@yahoo.co.uk	Minister	R	1 January 2018	
Rev Steven Reid Bacc, CA, BD	The Manse, Crossford, Carluke, ML8 5RE	01555 860415	sreid@churchofscotland.org.uk	Minister	O	1 January 2018	

Rev Thomas J G (Jim) Seath	Flat 11, Wallace Court, South Vennel, Lanark, ML11 7LL	01555 665399			Minister	R	1 January 2018	
Rev George C Shand MA, BD	16 Abington Road, Symington, Biggar, ML12 6JX	01899 309400	George.Shand@churchofscotland.org.uk		Minister	O	1 January 2018	
Rev John Turnbull LTh	4 Rathmor Road, Biggar, ML12 6QG	01899 221502	john.moiraturnbull62@btinternet.com		Minister	R	1 January 2018	
Rev David A Young	110 Carlisle Road, Blackwood, Lanark, ML11 9RT	01555 893357	youngdavid@aol.com		Minister	R	1 January 2018	

\* If an individual ceases to hold an appointment requiring category O registration, then he or she may retain category O registration for up to 3 years thereafter, with certain exceptions. If a category O appointment is not taken up within 3 years, then category O registration shall lapse [section 19]. Also, if an individual is newly granted category O registration but does not take up a category O appointment within 3 years, then category O registration shall lapse [section 20].

## Presbytery of Lanark

### Draft Basis of Union

between

### Coalburn and Lesmahagow: Old

The Congregation of Coalburn Parish Church (Church of Scotland) (SC016493) and the Congregation of Lesmahagow Old Parish Church (Church of Scotland) (SC017014) shall be united as from a date to be determined by the Presbytery of Lanark, and that on the following Terms and Conditions

1. **Name of Congregation:** The name of the United Congregation shall be 'The Parish of Coalburn and Lesmahagow Old (Church of Scotland). The Scottish Charity Number SC017014 shall be retained as the Scottish Charity Number of the united congregation.
2. **Transference of Property and Funds:** The property and funds belonging to or held on behalf of each congregation shall belong to or be held on behalf of the united congregation and any transference necessary shall be duly effected.
3. **Places of Worship:** Both Churches at present used and occupied by the Congregations shall be the places of worship of United Congregation. Services shall be conducted in Lesmahagow: Old Parish Church and in Coalburn Parish Church each Sunday at times to be decided by the Minister and Kirk Session subject to the approval of Presbytery. Should a decision be taken in the future to close or dispose of one or both of the church buildings in use, the united congregation will ensure that a regular worshipping presence is maintained in both communities, subject to the provisions of section 10 of this Basis of Union.
4. **Territorial Responsibility:** The bounds to be served by the united charge shall be those presently designated as the bounds of the Parishes of Coalburn and Lesmahagow: Old, or as the Presbytery shall determine.
5. **Kirk Session:** The elders of the two Kirk Sessions shall form with the minister the Kirk Session of the United Congregation.
6. **Congregational Management:** The financial or temporal affairs of the United Congregation shall be administered as, or in accordance with, the Unitary Constitution, the Delegation of Assembly being authorised to issue the appropriate Deed of Constitution to the said congregation.
7. **Minister:** The united congregation, being vacant, shall proceed to the election and call of a minister under the terms of Act VIII, 2003 and subsequent to the approval of the Presbytery Plan and all necessary permissions being granted.
8. **Manse:** The current manse of Lesmahagow: Old Parish Church shall be the manse of the united congregation.
9. **Ministerial Support:** The stipend of the Charge shall be paid in accordance with the terms of the National Stipend Scheme.
10. **Power to re-adjust:** While these articles and terms shall form a Basis of Union for the two Congregations now uniting, the united Congregation shall be free, like other Congregations, to adjust arrangements under authority of the Presbytery and with the approval of the Presbytery Planning Task Group of the Ministries Council as need may arise.