

**Church of Scotland
Stewartry of Strathearn SC30799
(Aberdalgie, Aberuthven, Dunning and Forteviot)**

A meeting of the Working Group appointed to progress the Interim Reordering of the Stewartry of Strathearn at Dunning, was held in the Session House of St Paul's Church, Dunning at 10.00 hours on Tuesday 12th October 2010.

Present: Group Convenor Raymond Young, Alfred Marshall, Bill Peebles and Secretary Duncan M Dow.

In attendance: Mrs Frances Philip and Finance Convenor Mr John Ritchie.

1. Constitute Meeting: The Group Convenor welcomed everyone to the meeting.

2. Apologies: Interim Minister the Rev. Dr. John Oswald, Fabric Convenor Mr David Robb, Architect Mr John Bogle, General Contractor Mr George Carstairs and Mrs Fiona Wemyss.

3. Minutes from the previous meetings: The Minutes from the meetings held on Wednesday 4th August 2010 and Thursday 26th August 2010 were approved and signed off.

4. Matters arising:

- i. Replacement Light Fitting Saucer: Mr Albie Sinclair inspected the saucer and made a template of the style and size of the replacement required. He agreed to discuss it further with Mr Murray Dunan of the Auchterarder Adult Education Group to explore the possibility of making a replacement.
- ii. Electrical System: A proposed meeting between Mr Bill Peebles and Electrical Contractor, Mr George Carstairs regarding the balancing of the electricity supply had still to be arranged. It was agreed that this could possibly take place at the next group meeting, when they would both be present.
- iii. Fabric Check: The Secretary was instructed to advise the Fabric Convenor that in the light of the source of the recent dry rot, there was a need to check the remainder of the downpipes and arrange the painting of all new pipes recently installed.

5. Contract completion:

- i. The working group noted with satisfaction that the completion certificate had now been issued, and also the report from the Architect (Copy attached to this Minute)
- ii. The Secretary advised the meeting that the building warrant, authorised drawings and completion certificate had been lodged for safekeeping at the Church Office, Aberdalgie.
- iii. The working group expressed their thanks to General Contractor, Mr George Carstairs and his team, for a job well done. The Group Convenor agreed to write to the General Contractor.
- iv. It was agreed to leave the heaters off the wall in the Church Hall at the moment, utilising the fan heaters if necessary.

6. Financial situation:

- i. The financial update produced by the Secretary was noted.
- ii. It was agreed that the retention sum be released as recommended by the Architect.
- iii. There was approximately £2,400 left in the financial budget.

7. Tasks still to be undertaken:

The following items were agreed;

- i. Blinds, curtains and cushions for benches, to come out of donations being raised by Mrs Frances Philip.
- ii. Thanks to Frances and her team for blinds, curtains, table covers and other items (i.e. sorting out the kitchen) already purchased.
- iii. A sum of £1,500 to be allocated towards a new hall carpet – colour green; Mr Alfred Marshall to negotiate and arrange. This sum to include carpeting on the steps at the rear window.
- iv. A sum of £100 to be allocated towards a safety rail at the rear window in the Church hall.
- v. A sum of £200 to be allocated towards the purchase of two tables.
- vi. Members of the congregation are to be asked to fund the cost of a chair for the Church hall, several designs of chairs to be identified for selection (including those chosen for Gask hall and St Matthew's Church, Perth.)
- vii. Redecoration of the Vestry and corridor, to be undertaken by a work party

8. Handover to the Fabric Cluster:

Now that the completion certificate is in place, all maintenance items etc. are now the responsibility of the Fabric Cluster.

The Group Convenor agreed to write to the Fabric Convenor with regard to the following items.

- i. Electrical appliances information to be placed in the electric cupboard.
- ii. The Fabric Cluster to be advised to look at Health & Hygiene issues.
(There is a need for someone to be responsible.)

9. Official Opening / Open Day:

It was agreed that there should be a formal opening and also an open day for community groups and others who may wish to hire the hall. It was agreed that this should wait until the New Year, when the carpet curtains and chairs are in place.

A provisional date of Sunday 16th January 2011 was suggested.

10. Date of the next meeting:

The next meeting will be held in the Session House, at St Paul's Church, Dunning, on Wednesday 5th January 2011 at 10.00 hours. This will be the final meeting of the Interim Reordering at St Paul's Church, Dunning, Working Group.

Signed _____	Signed _____
Reordering Group Convenor, Mr Raymond Young, 5 th January 2011.	Reordering Group Secretary, Mr Duncan M Dow, 5 th January 2011.