



**Church of Scotland
Presbytery of Edinburgh & West Lothian**

Steering Group (SG)

**Newhaven Church (NC)
North Leith Parish Church (NLPC)
South Leith Parish Church (SLPC)**

***Notes / minutes of Meeting No 7
Held on 21 August 2022 @ SLPC***

Agenda	Item	Notes
1	Welcome	The Chair welcomed those Steering Group Members present
2	Opening Prayer	The meeting was constituted by prayer – Chair
3	Sederunt	K McKay (Chair), P, Bluett, I May, J Hodge, A Lamont, A Rutherford, S Edwards. T Bell, J Robertson, S Lowe, G Booth, C MacNeill, M Doig
	Apologies In attendance - scribe	K Martin, S Glen H McDiarmid
4	Approval of Minutes of meeting held on 17 July 2022	These had been previously circulated and were approved.

Agenda	Item	Notes
	AOCB – items to be notified prior to Agenda Item 11 below	<ol style="list-style-type: none"> 1. Attending future meetings by ZOOM / TEAMS – streaming 2. MS Victoria Response Meeting 3. Joint congregational meeting 4. Research
6 7	Questions – Deployment Group (DG) Presbytery / New Parish Timeline	<p>The Chair had supplied Hugh, as a member of the DG, with several questions relating to the schedule, procedures and activities for the period August to December 2022. The DG document “Key Dates” had been forwarded to the Chair. Concern was expressed that there was little indication in Key Dates of <i>when</i> and <i>what</i> would be required, in terms of submissions and other activities, required of congregations, and in particular, this Steering Group. The letter of 18 August from the DG Convener had been circulated to members by the Chair. A perceived lack of clarity in some of the comments contained therein, especially on the subject of buildings, was raised. Hugh is due to have an extended meeting with the DG Convener on Wednesday 24 August, and would raise these issues with him then. It was pointed out that if any conversations or meetings with the DG reps (Derek and Donald) for the N, NL, SL entity were required, it was open to the Chair to contact either, or both, to arrange suitable contact.</p>
8	Mission Narratives (MNs)	<p>This is a priority item. A first draft of MNs are required to be presented to Presbytery on 13 September, work in progress permitting. Accordingly, for papers etc to be issued for the Presbytery meeting, it is necessary for such MNs to be with the Presbytery Administrator, by 5 September. The Short Life Working Group (Peter, Iain, John, Tim, Gavin/Sheena) tasked to address this, had not met, but it was agreed that a meeting of the Group be held on <u>Thursday 25 August</u> to progress the writing of the N, NL, SL MNs. The Previously produced “Vision” document is to be used as the basis for this exercise, and 5 bullet points would be constructed, specifically under Paragraph 3 of the document, addressing <u>each</u> of the 5 Marks of Mission. The meeting would be held in the North Leith Session House at 10.00am. Hugh would attend as scribe to update an electronic copy of the Vision document, and would forward this to the SG and Derek and Donald for comment.</p>
9	Updates: <ol style="list-style-type: none"> a. Collaborative working b. Communications c. Reimbursement of expenses 	<p>No update from Session Clerks. Finance Team Report tabled. Property folks to meet in September Emphasis here was on external communications – what to present after a SG meeting Work in progress</p>

Agenda	Item	Notes
10	Pastoral Care	This is in the hands of the Chair, the 2 Ministers and the 3 Session Clerks. The priority is to formulate and manage how future announcements are to be made to the congregations. A plan is in place, the team will meet again in September, and this will be further discussed at the next SG meeting.
11	AOCB - from 5 above	<ol style="list-style-type: none"> 1. Attending future meetings by ZOOM / TEAMS – streaming Investigation into the best way of streaming future meetings for those who cannot attend in person was raised, especially if meetings were to be held in the evening. As SLPC had an integrated infrastructure to do this type of communication, this was likely to be achieved from SLPC. 2. MS Victoria Response Meeting Tim agreed to provide the appropriate paper work to SG members. 3. Joint congregational meeting It was felt that this would be most effective if held after the October Presbytery meeting, when, hopefully, hard information would be available for transmission to members. Two alternate times were suggested: <ol style="list-style-type: none"> a. A Saturday morning meeting or b. After a Joint service, followed by lunch, then the meeting 4. Research Forward planning thought: from January 2023 until December 2025, there would be time to take stock and develop what was proposed for the united congregation, prior to final implementation of the Plan.
12	Close	The meeting was closed by the Chair with prayer
13	Date of Next Meeting	25 September 2022 @ NLPC

Written by: *Hugh*
Vetted by Chair: *31 August 2022*
Approved: *25 October 2022*

Date: *22 August 2022*
Issued: *19 September 2022*