

APPENDIX 1

STYLE CONTRACTS OF EMPLOYMENT – CHANGES

As you will know, for a number of years, the Department has supplied style contracts of employment for the types of posts most generally found within Congregations – Organist, Church Officer etc.

We have recently reviewed these styles in the light of employment law changes and in particular the abolition of the Default Retirement Age. The styles also take into account the new arrangements in terms of the Protection of Vulnerable Groups Act 2007 in regard to the requirements for Scheme membership for those undertaking regulated work with children, young people and protected adults.

Here is a link to the relative page of the Church of Scotland website from which the new styles can be downloaded (appearing under the heading “Employment law and Contracts of Employment”).  
[http://www.churchofscotland.org.uk/resources/subjects/law\\_circulars](http://www.churchofscotland.org.uk/resources/subjects/law_circulars)  
The styles are downloadable as PDFs and also in WORD, for those who wish to use them as drafts to be completed for issuing to an employee.

We have taken the opportunity of trying to make the documents more "user friendly" and you will note that each contains a "tips and hints" section. I hope that the additional information proves helpful. As before, there are separate styles for Congregational Boards and Kirk Sessions to take account of different constitutional arrangements.

As ever, any feedback on the content of the styles and any suggestions for their improvement would be most welcome.

Yours sincerely,

**MRS. JANETTE WILSON,**  
Solicitor of the Church

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**AYR: ST JAMES, 4<sup>th</sup> October, 2011.**

At Ayr: St James on Tuesday the Fourth Day of October, Two Thousand and Eleven Years, the Presbytery of Ayr met and was constituted.

**108. MINUTES.** The Minutes of 6th September, 2011, being in the hands of Members, were taken as read and approved.

**109. RETIRING MODERATOR.**

The Moderator’s term of office being completed, the Clerk, on behalf of the Court, thanked the Rev Robert Mayes for the extremely friendly and down to earth way in which he had led the Presbytery, ensuring that the gifts of his own personality had enhanced the work of the Court. The Clerk also thanked Catriona Mayes for the support she had given to the Moderator, especially when he had been visiting other Congregations. The Rev Robert Mayes made a suitable reply, highlighting his appreciation to those who had so ably supported him during his year in office.

**110. INSTALLATION OF MODERATOR ELECT.**

The Clerk laid on the Table Minute 55.2 appointing Mr Bill Mackie, Ruling Elder, to be Moderator of the Presbytery. The Presbytery reaffirmed the appointment. Mr Bill Mackie was summoned into the Court. The Moderator put the prescribed Question which Mr Bill Mackie answered.

The Moderator installed Mr Mackie with prayer, handed him the Ordinal and a Bible donated by Words of Wisdom, and put on his shoulders the Moderator Scarf and declared him duly installed as Moderator of the Presbytery of Ayr for the year ending 2<sup>nd</sup> October, next, and then gave him the Right Hand of Fellowship.

Mr Mackie took his place and acknowledged Court. The Meeting was adjourned.

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**111.    PRESBYTERY COMMUNION SERVICE**

The Sacrament of Holy Communion was celebrated. This Service was conducted by the Rev Robert McCrum, Minister at Ayr: St James. Following Refreshments, the Presbytery met for Business in Ayr: St James.

**112.    SEDERUNT.** Mr W Mackie, Moderator, and others as per Sederunt Sheets in rententis. Ministers, 41; Elders, 42; Deacon, 1; Corresponding Members, 1; Total 85. Apologies were received from 4 Ministers and 9 Elders.

**113.    WELCOME.**

The Moderator welcomed Mrs Ruth Sharman, new Presbytery Elder for Annbank.

**114.    ORDER OF BUSINESS.**

The Order of Business was approved.

**115.    INTIMATIONS**

1. Archives are now at Auchincruive at the Watson Peat Building.
2. Prison Visiting.
3. Worship Workshops.
4. Shaping Bereavement Care in Ayrshire and Arran.
5. Presentation by the Rev Arrick Wilkinson.

**116.    YOUTH ASSEMBLY REPORTS**

– Dylan Harper and Jack Shuttleworth.

**123.    CORRESPONDENCE.**

All Correspondence had been forwarded to the relevant Committees.

**ADJOURNMENT.**    The Presbytery rose at 9.55pm

The next Ordinary Meeting of the Presbytery of Ayr will be held within Alloway Parish Church Hall on **Tuesday 1<sup>st</sup> November**, 2011, at 7pm.

The Committees will meet in Ayr: the Auld Kirk Halls on **Thursday 20<sup>th</sup> October**, 2011, at 7pm .

**MODERATOR**

**PRESBYTERY CLERK**

Scottish Charity Number SC020676

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120. COMMUNITY AND WORLD CONCERNS REPORTS.

- 1. Malawi - Rev David Watson, Convener.
- 2. Human Trafficking - Mrs Margaret Shuttleworth.

121. EDUCATION COMMITTEE, given in by the Rev Alec Shuttleworth, Convener, who moved the following Deliverance which was adopted.

1. YOUTH PRESBYTERY EVENT.

The Presbytery note the intention of the Education Committee to hold a Youth Presbytery event on 14th February 2012, and urges congregations to encourage youth leaders and young people of secondary school age to get in touch with the Convener with ideas and suggestions.

2. MACKIE OF KNOCKGERRAN TRUST.

The Presbytery note the decision of the Trustees of the Mackie of Knockgerran Bursary to award £550 to David Barr, a candidate for the ministry.

122. MISSION COMMITTEE, given in by the Rev Liz Crumlish, Convener, who moved the following Deliverance which was adopted:-

STAFFING FUND PILOT PROJECT.

The Presbytery express an interest in being considered as one of the Ministry Council's Staffing fund pilot projects and remit to the Mission committee, in consultation with other interested parties, the responsibility for drawing up a detailed plan for the approval of the Presbytery.

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117. ORDER OF THE DAY - 8.30pm

1. VACANCY BUSINESS.

Call from Troon: Portland

Congregation Representatives welcomed. Mr John Reid spoke on behalf of the Congregation.

Mr AH Symington reported on behalf of the Vacancy Procedure Committee:

In terms of Act VIII, 2003, the Presbytery note that the Call to the Rev Jamie Milliken, Associate Minister of Kilmarnock: St. Andrew's and St. Marnock's, has been sustained.

The Presbytery note the following arrangements for the Induction:

The Presbytery will meet in hunc effectum for Induction at 6.45pm on Thursday 3<sup>rd</sup> November, 2011, within Troon: Portland. The Rev David Albon, Minister of Mauchline linked with Sorn, to conduct Worship and preach; the Moderator to Induct and give the Charges; the Interim Moderator to be responsible for serving the Edict.

2. STEWARDSHIP and FINANCE REPRESENTATIVES' CONFERENCE REPORT, given by Frank Potter.

118. BUSINESS AND NOMINATION COMMITTEE, given in by the Rev Robert McCrum, who moved the following Deliverance which was adopted:-

1. HOSPITAL LIST UPDATE.

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**2. PRESBYTERY LEARNING DISABILITY ADVISOR.**

The Presbytery nominate Mrs Margaret Shuttleworth to be the Presbytery's Learning Disability Advisor.

**3. GUEST SPEAKER.**

The Presbytery note the forthcoming visit to the Presbytery, on the 7<sup>th</sup> February 2012, by Fiona Morrison, Church Relation Manager for Tearfund Scotland.

**119. ADMINISTRATION COMMITTEE, given in by Mr Stuart Kilpatrick, Benefice & Fabric Vice Convener, who moved the following Deliverance which was adopted:-****1. AYR ST LEONARD'S CHURCH LINKED WITH DALRYMPLE PARISH CHURCH - PROPOSED MANSE 35 ROMAN ROAD AYR.**

The Presbytery approve the acquisition of the proposed manse at 35 Roman Road, Ayr, by St Leonard's Church linked with Dalrymple Parish Church.

The proposed manse was inspected on behalf of the Presbytery, as meeting the requirements as per "Guidelines for Manses" published by the General Trustees, and was found to be suitable in all respects.

**2. STYLE CONTRACTS OF EMPLOYMENT – CHANGES.**

*(See Appendix 1)*

The Presbytery note the recent changes to the above contracts with regard to Default Retirement Age and new arrangements in terms of the Protection of Vulnerable Groups Act 2007, in regard to the requirements for Scheme membership for those undertaking regulated work with children, young people and adults.

The information can be found on the Church of Scotland website under the heading 'Employment law and contracts of employment using the following link:

[http://www.churchofscotland.org.uk/resources/sublects/law\\_circulars](http://www.churchofscotland.org.uk/resources/sublects/law_circulars)

**3. MINISTRIES AND MISSION CONTRIBUTIONS 2011, given in by Mr Ian Gemmell, Finance Convener, who moved the following Deliverance which was adopted:-****a.** Pursuant to minute 913 (3) of the meeting of 2nd February 2010 in connection with the Presbytery Mission Projects Scheme, the Presbytery approves the following reductions to the Ministries and Mission Contributions to be paid by congregations in 2011:

Newton Wallacetown	£5000
Ayr St Columba	£5000
The Auld Kirk of Ayr	£5000

**b.** In addition Presbytery approves the following reductions to the Ministries and Mission Contributions to be paid by congregations in 2011:

Newton Wallacetown	£10000
Prestwick St Nicholas	£2500
Maybole	£4000
Dalmellington	£5000
St Quivox	£5000
Fisherton	£600

**c.** The Presbytery instructs the clerk to send an extract minute to the Stewardship and Finance Department of the Church of Scotland.

These reductions are in addition to the following reductions approved by Presbytery in November 2010:

Maybole	£6000
St Colmon	£1410