

Kirk Session – Inspection of Records Report – 24TH March 2025

The 2024 Presbytery of Glasgow Inspection of Records was held at 3pm on 24th March 2025 in Orchardhill Parish Church, Giffnock. David McLaren represented Chryston Parish Church.

Meeting Agenda

The Inspection is split into the following sections

1. Kirk Session minutes which include Examination of the Communion Roll and Safeguarding Statement of Compliance.
2. Communion Roll
3. Baptismal Register
4. Transference Certificates
5. Property – a) Church and Hall and b) Manse – this includes check complying with legal inspections and Insurance
6. Safeguarding
7. Finance Reports and Accounts – checked separately outwith this Meeting

Comment

Generally, we passed most sections with no issues. The items for action related to Session, Communion Roll and Property.

Matters raised

- a) **Kirk Session – Examination of the Roll as at 31st December 2024 is not recorded in minutes.** Maureen Backhouse produced a Communion Roll as at 31st December 2024 for the meeting which listed 251 members. This is the figure which was provided to Presbytery in the Annual Return.

Action and Proposal – Session agree to note this figure after examination of the Roll on 31st December 2024 and this is homologated within Kirk Session minutes for 2024.

- b) **Kirk Session – Safeguarding Statement of Compliance – is not recorded in the Kirk Session Minutes.**

Action and Proposal – Session note Safeguarding Statement of Compliance, and this is homologated within Kirk Session minutes for 2024.

- c) **Communion Roll** – method and date of enrolment are not being recorded on the Communion Roll. Methods are Profession of faith, certificate of transference and resolution of Kirk Session. **Action** – David McLaren/Maureen Backhouse has agreed to record dates/methods during 2025 on the computer generated roll document.

- d) **Communion Roll** - Revision of the Communion Roll at 31st December 2024 is not attested in the Roll itself. Action – David McLaren/Maureen Backhouse will arrange for this to be included in Communion Roll after Session Meeting on 6th May 2025 if Kirk Session Proposal regarding Roll is approved.
- e) **Property** – Manse Home Energy Report/Energy Performance Certificate to be forwarded to Presbytery Office. Action – Hand delivered to Presbytery Office on 7th April 2025.
- f) **Property** – Manse Condition Schedule requires to be completed on an Annual Basis and presented to Presbytery as part of the Annual Inspection of records. Action – Draft document completed awaiting approval and signature.

Point of Note – Congregations are reminded that presbyteries may not consider the call to a charge where the Manse is not of a suitable standard and where the Manse Condition schedule shows unacceptable defects in the condition of a Manse. In such cases the vacancy will be sisted.

David McLaren