

Parochial Church Council of the Ecclesiastical Parish of St Mark

Annual Parochial Meeting 24 April 2022

The meeting was held in Church and online

39 church members attended in Church and 4 joined online. The meeting opened with prayers.

Minutes of the last meeting held on 19 May 2021 were approved and are available via the Church website.

Charlie went through the agenda, and explained the procedures to be followed to members.

Chair of Meeting

Charles Royden was appointed chair of the meeting and Laura Farthing Lay Chair

Appointments and Ex Officio PCC Members and Trustees

Charles Royden (Chair - Ordained Priest), Sam Cappleman (Ordained Priest), Mike Cooper (Safeguarding Officer), Wendy Waters (Reader), Laura Farthing & Elizabeth Jackson (Church Wardens), Lynne Seymour & Tim Wilkes (Deanery Synod Reps), Ian Farthing (Church Treasurer). Jim Williams (Church Secretary and Assistant Treasurer), Mike Cooper (Safeguarding Officer) Avril Williams (Electoral Roll Officer)

Leadership Team - (Wardens in Waiting) Alan Kirk, Janet Warren, Diana Johnson, Elizabeth Bean.

Elected Representatives (i.e. not ex officio) Margaret Appleton, Janet Day, Vincent Holloway, Edward Parry, Jean Kirk, Joan York, Mike Warren, Marion Prior, Janet Ibberson, Morag Stewart, Barry Southam.

Charlie thanked everyone who had agreed to stand as trustees and Dr Sam Cappleman will ensure that trustee names included on the Charity Commission website.

Charlie thanked members of the Leadership Team and PCC members for the outstanding efforts through the past two years in ensuring the safety of all those coming to St Mark's and for the efficient running of the church services and activities. Although things have greatly improved, the Leadership Team will continue to monitor and react quickly to changes if needed.

Members of staff who are able to attend PCC Meetings but not vote are Wendy Rider Centre Manager, Helen Harpin Preschool and Sue Jones Preschool.

Membership

Avril Williams reported that there were 165 members on the Electoral Roll.

Finance Report

Ian gave details of the audited church accounts for the year ending 31 August 2021. This had been one of the most challenging years, with a loss of hire and fund raising income. The result for the financial year on the consolidated accounts was net income over expenditure of £39,972, largely due to two generous legacies and also two successful grant applications which had helped offset some of the loss of hire income.

Pre School reported a loss of £30,747 due to effects of COVID on levels of LEA funding/fees received and increased staff costs due to “bubble” ratios and isolation requirements. The position is being managed/monitored closely by Pre School Management Team

The Garden of Remembrance account had met budget.

Ian thanked members of the congregation for the continued financial support, and also the two legacies, helping greatly to maintain our financial commitments.

A copy of the church accounts is available from the church office. It was proposed by Laura Farthing and seconded by Joan York that Collett Hulance be appointed as the church auditors for the coming financial year. Carried unanimously.

Charlie thanked Ian for the tremendous amount of time and commitment spent in ensuring that the church finances were always maintained so well.

Report on the fabric of the building, adoption of church policies

The premises have been maintained in excellent order. Redecoration had been carried out during lockdown, parts of the pathways have been improved and the heating system serviced. All policies are in place and available on the church website.

Thanks were recorded to Wendy for ensuring the premises were maintained to a high standard.

Safeguarding and Serious Incidents

Mike Cooper (Safeguarding Officer) confirmed to members that there had been no safeguarding or serious incidents. All PCC members were thanked for having completed the mandatory online training required of trustees and as released through the Diocese. Mike would advise any future training requirements as required.

Charlie restated the details concerning Safeguarding and Serious incidents (points 4.1 to 4.4), which were included in the meeting agenda. In addition, the following statement was added under point 4.1: ‘Known offenders, and others who may pose a risk to children or vulnerable adults, must be effectively managed and monitored in consultation with the Diocesan Safeguarding Adviser. The clergy and Parish Safeguarding Officer are fully aware of this requirement. All Safeguarding information is stored securely in order that it can be communicated and passed on to relevant individuals if needed.

Appointments

It was agreed by all PCC members that Charlie, as the Incumbent, be appointed the person responsible for reporting Serious Incident Reports to the Diocesan Safeguarding Adviser. Mike Cooper be appointed the person responsible for reporting Safeguarding Reports to the Diocesan Safeguarding Adviser.

Deanery Synod Report

All was running well. Sam reported that discussion on the reorganisation of the ministerial coverage in the south of the Deanery will commence at the beginning of May.

Bedford Deanery have had two representatives elected to General Synod; Reverend Kevin Goss to The House of Clergy and Sheila Bissell to The House of Laity.

Annual Report

Jim Williams gave details of church activities since the online APCM in May 2021. Despite the ongoing difficulties of the pandemic, we had been able to continue with our Communion Services each Sunday and our online Wednesday services. Sincere thanks were recorded to the whole ministerial team of Charlie, Corinne, Sam, Wendy and Richard for leading us in our worship. Also, to the Leadership Team and volunteers for ensuring the smooth running of all church activities.

A copy of the full report is available on the Church website and a hard copy is included in the Church minutes file.

Charlie thanks Jim and Mike for their outstanding commitment to St Mark's over the past 7 years on which they had served on the Leadership Team and especially for the extraordinary effort which had been required to enable us to negotiate the difficulties presented by Covid. St Mark's had endured the crisis and emerged in good heart and this was only possible thanks to their shared dedication and devotion to their duties as churchwardens.

[Proposed Dates for future Church Council meetings](#)

14 June 2022

18 October 2022

10 January 2023

3 April 2023

Date of next APCM 16 April 2023

The meeting closed with prayers.

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