



## Parochial Church Council of the Ecclesiastical Parish of St Mark

Annual Parochial Meeting 19 May 2021



### The meeting followed the online Wednesday morning service

39 church members attended the meeting and the meeting opened with prayers.

Minutes of the last meeting held on 7 October were approved and are available via the Church website.

The agenda and procedure to be followed were explained to members.

Mike Cooper and Jim Williams elected and appointed as Church Wardens and were sworn in by the Area Dean, The Rev Dr Sam Cappleman

### Appointments

The Rev. Cannon Charles Royden was appointed chair of the meeting

Mike Cooper was appointed Lay Chair

Jim Williams was appointed secretary

Safeguarding Officer Mr Mike Cooper

Electoral Roll Officer Mrs Avril Williams

### The following people were elected as Trustees of St Mark's Church

#### Ex Officio

Charles Royden (Chair - Ordained Priest), Sam Cappleman (Ordained Priest), Mike Cooper (Church Warden and Safeguarding Officer), Jim Williams (Church Warden & Assistant Treasurer), Wendy Waters (Reader), Laura Farthing (Deanery Synod Rep), Tim Wilkes (Deanery Synod Rep), Ian Farthing (Church Treasurer).

**Leadership Team** - (Wardens in Waiting) Alan Kirk, Laura Farthing, Liz Jackson, Janet Warren

#### Elected Representatives (i.e. not ex officio)

Margaret Appleton, Janet Day (Safeguarding), Vincent Holloway, Edward Parry, Lynne Seymour, Jean Kirk, Graham Brown, Joan York, Mike Warren, Marion Prior, Janet Ibberson, Avril Williams (Electoral Roll Officer), Elizabeth Bean, Morag Stewart, Barry Southam.

Sam will check that all elected representatives are also included as trustees on the Charity Commission website. Janet Day will ensure up to date DBS registrations are in place.

Charlie thanked members of the Leadership Team and PCC members for their continued support over the past difficult months in ensuring the efficient running of the church. Through the months ahead we will maintain all of the current measures in place to ensure the safety of all.

### Membership

Avril Williams reported that there are 176 members on the Electoral Roll.

### Finance Report

Ian updated members on the church accounts for the year ending 31 August 2020. An overall loss of £3,710 had been recorded which, given the circumstances, was good. Ian thanked members of the congregation who had continued to give generously, even though we were unable to hold services.

Offerings for the financial year had actually increased by £8,200. Although lettings to organisations had stopped completely, we received rental income from the flat and the two offices within the church buildings. Additionally, the church had furloughed staff and had been successful in receiving government grant support for loss of income.

Preschool had continued to run throughout, but with greatly reduced numbers of children, which had presented ongoing challenges. The Garden of Remembrance had continued to operate, but again with some financial restrictions.

The accounts had been approved by the church accountants, Collet Hulance and had been forwarded to the Charity Commissioners. A copy of the church accounts is available from the church office. Members approved Collet Hulance as church auditors for the coming year.

Charlie thanked Ian for the hours of work that had gone into submitting the grant applications and for ensuring that we continue to meet all of our financial commitments.

### **Report on the fabric of the building**

All areas of the building were in good order and Wendy had arranged for redecoration to be carried out in all areas during the closure period.

### **Safeguarding and Serious Incident Reporting**

Charlie went through all aspects of our policy and the responsibilities of trustees to ensure any issues are reported. These are also detailed fully in the meeting agenda. No incidents had occurred.

Mike Cooper has agreed to be our Safeguarding Officer and would work with Janet Day to maintain conformity to our policy and future regulations. Janet was thanked for her hard work in making sure we meet all requirements in terms of DBS registration and training for trustees. Trustees unanimously agreed to 1, appoint Charlie as the person responsible for reporting Serious Incident Reports to the Diocesan Safeguarding Advisor and 2, appoint Mike Cooper as the person responsible for reporting Safeguarding Reports to the Diocesan Safeguarding Advisor.

### **Deanery Synod Report**

Sam advised that the Reverend Lucy Davis is to be appointed Vicar of St Andrew's Church, Bedford in July.

### **Annual Report**

Jim Williams gave a report covering the past seven months since the last, delayed, APCM. Sincere thanks were recorded to Charlie and Corinne for their technical skills and to Sam, Wendy, Alan and Richard for enabling us all to continue to participate in worship throughout.

All aspect of the churches activities were reported on and a copy of the full report is included in the Church minutes file.

### **Dates for future Church Council Meeting**

The next PCC Meeting will be held after the Midweek service on Wednesday 9 June 2021 at 10.30am