



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



### Annual Parochial Meeting 15 April 2018

#### **The meeting opened with prayers.**

The format of the meeting and the procedure to be followed were restated to members as follows: four Church Council meetings to be held each year with the Annual Parochial Church Meeting being held no later than 30 April each year. Details regarding the membership structure are included in the minutes file.

#### **Minutes of the last meeting were approved.**

35 church members attended the meeting. The minutes of the previous meeting held on 23.04.17 are available via the Church website and in the meeting minutes file.

#### **Appointments**

The Reverend Canon Charles Royden was appointed chair of the meeting

Mrs Wendy Waters appointed Lay Chair

Mr Jim Williams was appointed secretary

#### **Members of the Parochial Church Council - Appointed as follows**

Elections are for a period of three years, but members are able to stand for re-election after this period. Charlie restated the structure applicable to St Mark's PCC which is as follows:

**Clerks in Holy Orders** Rev Canon Charles Royden – Chair, Rev Dr Sam Cappleman

**Church Wardens** Reader Mrs Wendy Waters, Mr Edward Parry Church Warden

**Church Secretary** Mr James Williams

**Electoral Roll Officer** Mrs Avril Williams

**Deanery Synod Representatives** Mrs Laura Farthing, Mrs Linda Parry

**Treasurer** Mr Ian Farthing

#### **Elected Representatives**

Mrs Margaret Appleton, Mrs Elizabeth Bean, Mr Michael Cooper, Mrs Janet Day, Mr John Day, Mr Vincent Holloway, Mr Mick Ovenden, Miss Marion Prior, Mrs Delia Shephard, Mrs Janet Ibberson, Mrs Liz Jackson

This gives a total of 20 PCC members with an entitlement of 21.

## **Standing Committee**

This is drawn from members of the PCC, and not less than 5 persons, will form the Church Leadership Team. Membership must include the ministers, Church Wardens and Treasurer. The team comprised Rev Canon Charles Royden, Rev Dr Sam Cappleman, Mr Edward Parry, Mrs Wendy Waters, Mr Ian Farthing, Mrs Laura Farthing, Mr Jim Williams, Mr Mike Cooper, Mrs Liz Jackson.

## **Thanks**

Charlie thanked all members of the Leadership Team who had agreed to stand for a further year and for all of their support in ensuring that all areas of Church activity run efficiently and smoothly.

## **Membership**

It was confirmed that there are 107 members on the electoral roll for 2017. In addition, there are 11 members aged under sixteen. The officer will maintain a record of members over the age of 16 who are members of the Church of England or of a church in communion therewith, living in the parish or attending worship.

## **Financial Report**

Ian Farthing reviewed the church finances. The year-end accounts had been approved and signed by our auditor, Andrew Upton of Collet Hulance. A copy of the audited accounts are available for inspection from the Church office. This had been the first full year in which we had operated with the new accounting system as a registered charity. All areas were in line with the budget and we continue to meet our reserves policy to cover possible future commitments. Funding had been made to extend the Garden of Remembrance. We had introduced text giving as an additional means for people to support St Mark's. We will also be looking at the introduction of automated card payments. Charlie thanked Ian and Jim Williams as a finance team for their diligence and hard work in looking after the church finances. The meeting approved Andrew Upton of Collet Hulance as our auditors for 2018/19.

## **Safeguarding**

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults) and have adopted the Church of England and Diocesan policies "Protecting all God's Children" and "Promoting a Safer Church" which have been reviewed in the past 12 months by the Church Council. A Parish Safeguarding Officer has been in place for some years and all Trustees have undertaken the Diocesan Safeguarding Training. The St Mark's Preschool has comprehensive Safeguarding policies and staff have been trained in these policies and procedures. All PCC members have completed Safeguarding training.

## **Annual Report**

Wendy Waters gave a detailed report reflecting on all church activities over the past year. Particular reference was made to our ministerial team at St Mark's, and the continued commitment and support given by Charlie and Sam. Thanks were recorded for the work of all the volunteers, and particularly to Wendy Rider for her hard work co-ordinating all the activities of the Church Centre. A copy of the full report is included in the Church minutes file and online. Dates of future Church Council meetings 22 May 2018, 11 September 2018, 13 November 2017

Annual Congregational Meeting 28 April 2018.

The meeting closed with The Grace.