



# St Mark's Church

THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF ST MARK, BEDFORD

## Church Council Meeting 20 February 2017

**The meeting began with Compline.**

### **Apologies:**

Margaret Appleton, Rev Dr Sam Cappleman, Mike Cooper, John Day, Mick Ovenden  
Apologies were also received from Helen Harpin and Sue Jones, who were unable to attend and report to Council members due to a Pre-School staff meeting.

**Minutes of the previous meeting:** Minutes of 21 November 2016 were agreed with the addition of Lynne Seymour under apologies.

### **Church Leadership Team Report:**

Elizabeth gave details of the Leadership Team meeting held on 13 February. This included times and dates of the services for Lent and Holy Week. This year's Lent Course will be held in the Chapel at 7.30pm on 23 and 30 March and 6 April. Copy of full report attached. Elizabeth and Margaret Appleton will be leaving the Leadership Team at the ACM in April. On behalf of all the trustees, Charlie thanked them both for all the hard work and support given to the church over the past years.

It was planned to run a Tea Party again this year, probably in September. Wendy Waters to arrange. The new Church logo was presented to the meeting following approval by the Leadership Team. The design was unanimous accepted. A thank you email will be sent to the designer Kevin Desert.

### **Centre Management:**

Wendy updated members on various aspects of the premises and lettings (copy of report attached). The fire alarm control board and heat alarm in the kitchen will be replaced following a recent inspection. The hard floor areas will all be re-polished in the coming weeks. The clothing bank continues to generate up to £100 each time it is cleared. The team of volunteers was thanked for their continued hard work in running the Church Centre.

### **Finance Report and Gift Aid:**

Details were given of the year to date income and expenditure versus a budget target of 42%. Income had achieved 44% and expenditure 43%.

In regard to workplace pensions, St Mark's has received a statement of compliance from the Pensions Regulator, having met the timeline set. All was working well.

This year's Anglican Quota will increase by £3000.

Grants of £20 000 have been received towards the cost of the re-roofing appeal, versus cost of £24 000 which is excellent.

The new bank account arrangements with CAF are working very well with regular on line payments now being made. The old bank accounts would still be maintained to accept specific standing order deposits such as donations and Gift Aid tax credits.

The next Gift Aid claim will be submitted at the end of February. This will bring future claims into line with the church financial year.

Thanks were recorded to Ian for all the work involved with the banking and pension changes and for the continued time spent in ensuring that the finances were managed correctly.

**Pre-School:**

All was running very well. Numbers have fallen, which had impacted income. However, the redundancy reserves have reduced which has off set the lower income to a certain extent. Social media is being used to create awareness of availability, new hours and very competitive daily charges.

**Open House:**

Thirty people now regularly attending and all continuing very well. Contact will be made with Tesco to see if the weekly food collection could be varied, but it was difficult as they were donating produce free of charge. It was proposed that we investigate establishing Open House as a Charitable Incorporated Organisation (CIO). This would have benefits in seeking regular funding and introduce a defined structure for the group.

**Story Box:**

All continues to run well. Additional volunteers are needed to prepare the lunches. An item will be included in Partnership News and existing people on the rota will be asked to encourage new recruits.

**Chat and Play:**

All running well.

**Junior Church:**

The children continue to really enjoy their activities. Thanks were again given to Linda Turner for organising the group so well.

**Messy Church:**

All is going very well - more volunteers are welcome. As previously reported, a number of the children now regularly attend Sunday worship and Junior Church. Two members of the team have now retired but Morag Stewart has agreed to take on the admin role and more parents are regularly involved.

**Pastoral Support:**

The work of the group continues as a joint activity between ourselves and Putnoe Heights. A meeting of the group is to be held on 28 February.

**Garden of Remembrance:**

An update report was given to members (copy attached). There have been 590 interments since the Garden opened in 1991. A gardening day is to be arranged in the spring.

**Woodland:**

Burials and interments of ashes now total 370. In addition there 300 plot reservations. Seven more glades are being prepared and the surrounding areas of the existing glades are being cut back and tidied, ready for spring. Two tree surgeons have been working with Will Saunders following the discovery of Ash Dieback. All affected trees have been dealt with – something which would not have happened had the current work not taken place. Wildlife is increasing and the moles and rabbits are being contained. £5 000 has so far been donated to the Woodland Lodge Appeal. Some costings for lodges have been received and these will be discussed at the next trustees meeting. Expenses have risen due to the work currently under way but, overall, finances are very good.

Thanks were recorded to Linda, Janet and Edward for all the work they do on behalf of The Woodland.

**Mission:**

A letter of thanks had been received from Lee Abbey following last year's Mission project

**Deanery Synod:**

Ministerial induction service taking place tonight, Sam officiating.

**A.O.B.**

Foodbank arrangements were working very well.

Safeguarding Training taking place at St Mark's on 27 February, 60 participants expected.

**Date of next meeting:**

Annual Congregational Meeting 23 April 2017. Future Church Council meetings will be set at the ACM. The meeting closed with The Grace.

## **LEADERSHIP TEAM REPORT TO CHURCH COUNCIL**

**20 FEBRUARY 2017**

The Leadership Team met last week to discuss the Church and it was a very positive meeting. A new logo, to be used on publications, the notice boards and on a new flag was approved and you can see this professionally formatted logo on the top of the Church Council Agenda tonight. I think you will all agree that this is a splendid design, and we should give our sincere thanks to Kevin who produced it.

We have had well attended Christmas Services since the Church Council last met. An increase on the numbers across all the services from the previous years, especially Carols by Candlelight.

The Church Team also discussed many items which will be covered in the agenda concerning such things as Finance, Pre-school, Open House, Garden of Remembrance, Woodland, the Church Centre, repairs to the building and social activities.

We are so fortunate at St Mark's to have many people with so many talents that willingly give of their free time to help wherever needed. Thank you.

Margaret Appleton and Elizabeth Bean will stand down at the next Annual Congregational Meeting on April 23 and two new members will be appointed to the Leadership Team at that time.

The Ash Wednesday Service will be held on 1 March at St Mark's Chapel at 7.30pm.

A Lent Course is to be held at St Mark's Chapel on Thursdays 23 & 30 March & 6 April at 7.30pm

Mothering Sunday 26 March Have invited the Guides/Brownies for parade, Marion has kindly agreed to make the posies for this, thank you, Marion and we will have a cake.

Easter Week Morning prayer is to be held at St. Mark's Chapel on 10, 11 & 12 April at 9.00am and Compline on the same days at 7.30pm

Maundy Thursday 13 April Holy Communion at Putnoe Heights at 6.30pm

Good Friday 14 April Stations of the Cross service 9.30am at St Mark's with hot cross buns served afterwards and 11.00am at Putnoe Heights.

Easter Sunday 16 April Sunrise Service with Holy Communion at 6.30am in St Mark's Chapel. Janet Day has kindly agreed to making bacon sandwiches. Thank you, Janet

Holy Communion Service 9.30am St Mark's 11.00am Putnoe Heights.

**Social Events** We are hoping to hold an afternoon tea party in May and a Country & Western evening in June. Wendy Waters will also explore a Harvest Meal.

We hope with all the different services and meetings of clubs etc on this site this will be a way forward to welcome the wider community to St Mark's.

**Elizabeth Bean**

Centre Manager's report - Church Council 20<sup>th</sup> February 2017

**Building.**

Next stage on repairing the roof, Wren & Biffa building, will be started by the end of month.

We have just had our annual fire alarm equipment tested which has raised a few problems and these will be dealt with when I receive a final report as to the action needed..

**Bookings:**

There have been no changes in the number of groups that meet on a regular basis, other than with Theatretrain. Since Christmas they have had an influx of new members, and have now extended their toddler group session by one and a half hours per week. This is very good news as they were struggling, and may have had to cancel their bookings with us.

**Office/Volunteers**

As many of you know, unfortunately Milly has been very poorly, physically, for several weeks and has been unable to work. She is very keen to get back to work, but has acknowledged that working on her own for a whole day, is not going to be possible for her. Therefore we have changed the rota around so that when she is able to return, she will work two half days a week with me.

I would like to express my thanks to the volunteers for being willing to change their days of working to make this change possible.

Centre Manager  
Wendy

## NOTES ON GARDEN OF REMEMBRANCE

We had a good year with 27 interments 2 reservations in 2016. So far in 2017 we have 8 interments coming up.

We have 25 plots left in Oak 8 Kerbs that are near the Memorial wall and a lot in Columbaria.

In total we have 590 people interred in the garden since it opened.

We are planning to refurbish the area round the front by the flower tower. We will be taking out the flower bed by the Church wall and putting in a fountain and creating a new area. An arbour is ready to be put in opposite the flower tower but the area by the Yew hedges has to be levelled. Mick is getting an estimate for the work.

We are hoping to have a 'garden day' in March to clean up the Garden before the summer. Watch this space!!!

I think a special thank you needs to be recorded to Jean and Malcolm for all their dedication and hard work in the Garden. They are very conscientious and very kind to visitors.