



St. Mark's Church Parochial Church Council

Minutes of PCC Meeting 21 February 2018



The PCC of the Ecclesiastical Parish of St Mark, Bedford Charity Number 1164416.

All minutes are available on our website www.stmarkschurch.com

The meeting began with Compline

Apologies

Wendy Rider, John Day, Elizabeth Bean, Edward Parry, Mick Ovenden, Sam Cappleman, Avril Williams, Helen Harpin,

Minutes of 22 November 2017 were agreed with the addition of apologies from Lynne Seymour.

Church Leadership Report

Wendy gave details of the 12 February Leadership Team meeting.

Christmas services had gone well with good attendances. The Town Band had been booked for 2018. The new altar frontal has been in use through to the beginning of Lent, heartfelt thanks had been sent to Jean Kirk. Mike and Wendy had thanked Leadership Team members for their support while they had both been away.

A panic button is being installed in the office as part of the upgrading of security.

Since the introduction of new coffee making facilities, more people were staying for coffee after the Sunday services; biscuits were also available. Extra mugs had been purchased and donations had improved.

Summer Mission, St Mark's will have a marquee at the River Festival this year (14 and 15 July), in a prime location near the suspension bridge. All Church activities will be promoted including Messy Church, Open House and Preschool. Ian is to set up a planning group for this major event.

A mission weekend has been arranged for 15/16 September. Adrian and Bridget Plass Bright will be our guests and will speak on Sunday. A hot buffet will be served for lunch.

A first aid course has been arranged at Christ Church on 12 May. Anyone interested please contact the office for further details.

Aletta was being confirmed at Elstow on Easter Eve.

Safeguarding - it was very important that all PCC members are aware and understand the collective responsibility we have for safeguarding and that they have attended training. Sessions had been run at

St Mark's and there is an on line course. A number of members had taken the online course. Those members who had not already done the training should advise Charlie when they have completed it. To be reviewed at future PCC meetings.

DBS registrations now run for 5 years and can include portability. Janet Day has further details.

Centre Management

The Wren and Biffa rooms have been redecorated and it is planned to have the kitchen redecorated next. A number of volunteers have also offered to redecorate the side walls of the church.

The CCTV cameras have been upgraded to infrared units following a recent burglary. The fire doors in the church and back lobby are also being upgraded. The lobby door will include a locking system to allow parents and carers to access Preschool as now, and Preschool staff will secure the locking system at the end of each day.

A booklet is to be produced for regular hirers with instructions, various procedures and use of equipment. This will be distributed after the upgrade of the burglar and fire alarm system.

A meeting had recently been held with all volunteers to discuss ideas they may have for the continued smooth operation of the Church Centre and to cover any matters related to security.

Finance Report and Gift Aid

Ian presented the year to date income and expenditure results to 31 January and the balances on each church account. All areas are in line with budget.

Preschool income and expenditure are showing a small surplus on a reduced rent, as the number of children was holding steady. Income and expenditure continue to be closely monitored. We will implement the statutory increase in the work place pension contributions from April. The increase covers both the employers and employees contributions.

The church Gift Aid claim had now been submitted and, subsequent to the meeting, had now been received into the main account. Thanks were again recorded to Ian for the strong control kept of the church finances.

Preschool

All running well, although numbers are still down. There have been some ongoing sickness issues and the sickness and absentee policy has been updated. A number of maintenance items had been raised; the summer house in the play area will be checked and any necessary repairs made. The soft play surface will need replacing at some point, but this could only be considered as funds permit. Preschool will be represented at the River Festival, providing a massive opportunity to promote what Preschool can offer.

Openhouse

All running well. Charlie had recently applied for charitable status, and the following church members have agreed to be trustees of the CIO (Charitable Incorporated Organisation): Richard Ledger, Jenny Cappleman, Laura Farthing, Lynne Seymour and Morag Stewart. Once charitable status is approved, it will allow Openhouse to apply for grant funding, therefore, helping running costs and expansion for this valued community service. A separate bank account has been opened. Morag has been appointed chair and Laura treasurer.

Story Box

Continuing to run well although numbers are down a little to between 10 and 12. This is possibly because of the winter months and some of the children have moved on. The food rota needs new volunteers. Thanks to Jaana and Valerie for organising.

Chat and Play

Again, all running very well, between 20 and 30 attend the sessions. Thanks to Janine for the continued hard work in making the sessions so successful.

Junior Church

The children involved cover all age groups and they are all actively and involved. Thanks to Linda Turner for organising the children so enthusiastically.

Messy Church

Continues to flourish. All helpers were thanked for their hard work and support, and new volunteers are welcome.

Pastoral Support

Numbers were down for the commemoration service, but much fewer posted invited had been sent out and this was felt to have been one of the main reasons. Telecare continues to be an extremely important part of the work of the team, and Wendy and Jean are to visit St Andrew's Church to explain how the process works so that they might consider introducing a similar service.

The team will have dementia training from the Tibbs Foundation at the next meeting on 27 February. Loneliness seems to be a growing issue during the calls, it was mentioned that St Andrew's run a free coffee morning on the first Friday of each month. It is planned to hold an afternoon tea in May – date to be confirmed. The work of the group is valued very much by all involved.

Garden of Remembrance/Churchyards

All of the ground work and pathways in the extension to the garden have been completed and the new pergola installed. New columbaria are to be installed in March and a water feature will be installed later.

Tree surgeons have pruned many of the trees and shrubs in readiness for the spring.

Jean and Malcolm continue to do an excellent job in maintaining the garden on a weekly basis.

Woodland

The Woodland continues to thrive. We now have a total of 446 burials/interment of ashes documented in the burial register (268 burials, 178 Ashes).

6 interments of ashes over the next few weeks and four burials pending (pre booked plots).

2017 - 65 Burials 14 Ashes, Year to date - 8 burials 3 ashes.

Reservations - Burials 350 Ashes 132. Total plots allocated to date **928**.

Woodpecker glade is now open with Merlin soon to be plotted. 7 plots sold in Woodpecker- one used, 2 plots sold in Merlin.

A lot of work has been completed over the winter.

Fees will be increased from April 1st. They have not been increased for a number of years.

Regulations have been updated.

Lodge donations now at over £9000.

The accident book is now lodged at the Church office and a notice on the board at the Woodland gives instructions. Also a notice regarding care at the Woodland is in place.

Open Day will be on Saturday 30th June 2018.

Mission Matters

As stated, work is underway in planning both the River Festival activities and the Summer Mission on 15 and 16 September.

Deanery Matters

Sam and Wendy to attend the next meeting at St Peter's. It had been agreed to focus on just one subject, Living God's Love.

Dates of next meetings

Parochial Church Council 22 May 2018.

Annual Parochial Congregational Meeting 15 April 2018 after the 9.30am service.

The meeting closed with The Grace