

Minutes of the meeting of St Mark's Church Council

8 October 2013

The meeting opened with the reading of the Order for Night Prayer.

Apologies:

John Day, Janet Day, Marion Prior, Janet Ibberson, George Burton, Mary Stubbs, Sam Cappleman, Avril Williams

Minutes:

The minutes of the last meeting were accepted.

Leadership:

- The Pre-School age coverage has now been extended, with separate and individual facilities for 2 year olds - 9 children currently attend. It was clear that the new facility was meeting a social need and all was working well. The new arrangements had involved a large amount of reorganisation with other groups and Wendy was thanked for making sure all ran smoothly.
- Thanks were recorded to Milly and all the centre volunteers for their extra work in covering while Wendy was off.
- The visitation by the Archdeacon's deputy had not been considered to be an accurate reflection of our Church and areas were being queried for further review.
- The following dates were confirmed:

3 Nov. Commemoration Service	10 Nov. Remembrance Service
16 Nov. Quiz Night	23 Nov. Christmas Fayre
1 Dec. Gift Sunday	8 Dec. Christingle Service
21 Dec. Carols in the Car Park 6.30pm	24 Dec. Crib Service 3.00pm
24 Dec. Carols by Candlelight 6.30pm	24 Dec. Midnight Service 11.30pm
25 Dec. Christmas Family Service 9.30am	

Centre Management:

- During the summer break the small and large halls were redecorated.
- Because of a lost key, a new lock has had to be fitted to the outside kitchen door in the Wren Room.
- A cabinet is to be made to house the defibrillator.
- Because the Church kitchen is used widely by groups for cooked food preparation, St Mark's has to be registered under the Borough Food Hygiene Rating scheme. The scheme has a rating system of 0 to 5, and we will clearly be working for the highest possible level. Work is under way to train all groups using the kitchen in the standards required. Wendy wished to record her thanks to John Jackson who has worked hard in preparing us for the assessment.
- Since the last Church Council, a number of the regular bookings have been lost but have been replaced with new ones generating greater income.
- The bi-monthly Sunday booking for the stamp fair had caused some concern. However, it was felt that, by using the rear entrance to the hall, there was no disruption to the morning service. This will be kept under review by the Leadership Team.
- Thanks were recorded to Wendy and the volunteers who assist in the running of the Church premises.

- Council members were asked to review and approve the Constitution and Policy Documents for St Mark's Church Community Centre, with particular reference to the section on Safeguarding of Children and Vulnerable Adults. The policy was approved.

Finance:

- Ian gave headline details of the pre consolidated year end results for 2012/13:

	<u>Income</u>			<u>Expenditure</u>	
	Budget	Actual		Budget	Actual
Fundraising	£9 000	£9 241	Hire costs	£18 000	£18 881
Donations	£1 500	£3 237	Printing	£ 9 000	£ 8 655
Copying	£6 000	£6 661			
Centre Hire	£50 000	£55 041			
Offerings	£33 692	£28 268			

The shortfall in offerings income had widened over the past year, placing more emphasis on gift aiding and other areas in order to cover the cost of ministry. This was a very difficult area to address, particularly as church members were so generous in their support of other missionary fundraising.

- The detailed accounts had gone forward for audit.
- Ian then circulated and went through the budget for 2013/14, which was approved.
- It was planned to apply for grants in order to carry out repairs to the roof areas, but this would need to be over the next 12 months.
- Ian was again thanked by everyone for all the hard work time spent on looking after the Church finances.

Pre-School:

- All is working very well and the care facilities for two year olds are now running. A total of 16 staff members are now employed across the full pre school age range.
- Ian confirmed to Church Council members that as the employer, we were responsible for personnel matters relating to the staff and that reserves have been put in place to meet any future redundancy costs should the matter ever arise.
- From October 2015 pension funding would automatically be put in place for staff, with an opt-out provision.

Open House:

- All is working very well with numbers continuing to grow, now up to 20. Participants really enjoy the sessions and many church members will sit in and help.

Storybox:

- The group is running very well, and there continues to be an excellent response with many new people attending. Mums and carers are very much involved.
- Thanks were recorded to Jaana and Valerie organising and running the group.

Chat and Play:

- All is going very well. Over 30 now attend the Thursday sessions. Numbers at the Monday Chat and Make sessions are around 12.

Junior Church/Messy Church:

- All was working very well at Junior Church and thanks were recorded to Jaana and Debbie and Val Capon for the work they do each Sunday.
- Numbers at the Sept. Messy Church were 68 including carers which is very good. Margaret

Appleton and Janet Day will be handling the next two sessions.

- Members agreed that the Church should fund the cost of boxes for the Toy Box Appeal. (£3 each)
- The age profile was being looked at, and it was being considered whether something different or extra should be provided for the older children. One possibility was that the older children could visit the sessions at Priory Methodist Church. Or Boys Brigade was another possibility.
- The next Messy Church planning meeting will be held on 13 November. All volunteers were thanked for their help and support.

Pastoral Support:

- From January, Wendy Waters is to assist Mary Stubbs with the organisation and running of the team of volunteers, who do such important work on behalf of St Mark's.
- A number of the volunteers are to receive dementia training.
- Church members were reminded to let Charlie or a member of the Pastoral Support Team know if they become aware of any cases of need.

Garden of Remembrance:

- All is running well. Total interments/scatterings this year have been 26.
- Many compliments are received on how nice the garden looks which was thanks to the hard work of Jean, and Marion and the volunteers. Mick was also thanked for his work in preparing the garden and his support at the services.

Woodland:

- There have been 18 further interments since the last Council meeting. Total burials and interments to date have been 194. Reservations total 266.
- The purchase of additional land has now been completed and adds a further 9.4 acres to the Woodland. Charlie was thanked for all his time spent on finalising this on behalf of the trust.
- New glades have already been marked out and Will Saunders started work on preparing the glades ready for spring next year. Many compliments are received from visitors on how beautiful the area looks. Owl boxes have also be installed.
- Awareness of the Woodland continues to increase; via the internet, through undertakers, See round and by word of mouth.
- All funding was covered by income generated.
- Linda was thanked for all the hard work in organising, administering and creating awareness of the Woodland.

Missions:

- This years Mission Project will be to support the Bishop of St Albans appeal "Sweeter Deal", and will be co-ordinated by Sam.

Circuit:

- Jane confirmed the extension of her stationing within the Partnership for a further four years.

Deanery:

- The next meeting will be held in November, date to be confirmed.

Date for future Church Council meetings:

25.02.14: 17.06.14: 14.10.14. With no further business the meeting closed with the Grace.