**St Mark’s Church, Parish Council**

**MINUTES February 2018**

Meeting was held on **Monday, 19th February, 2018** at **7.30 pm** in the meeting room St Mark’s office.

**Present:** Andrew Bowles (Priest in Charge and Chair), Colin Lane, Gill Birkett, Peter Crafter, Katherine Mitchell. Andy Walker, Anton Benc, Ruth Johnson, Anne Anderton, Ken Thompson, Sandra Millard (Minutes).

**Apologies:** Courtney Clowes and Adam Van Leeuwen.

1. **Opening Prayer and Scripture Reading** (Andrew Bowles) Ephesians 2:1-10
2. **Minutes of previous meeting** (11th December, 2017)

The minutes of previous meeting were accepted as an accurate record of the meeting, on the motion of Peter Crafter, seconded Colin Lane. Carried.

1. **Business arising from previous meeting**

Andy Walker reported the monetary deposit had been transferred from the UCA and was now banked with NAB.

1. **Reports**
   1. **Senior Minister:**

i. Referred to the new Vision and Strategic Directions for St Mark’s which the Vision Team are working on.

ii. Reported the announcement had been made that the Signpost Magazine was going to cease publication after the next edition. Unfortunately the financial position of the magazine made it impossible to continue.

It was decided for a letter of support and gratitude be sent to the editor Dianna McMahon by Sandra Millard and also a letter to the Signpost Committee by Gill Birkett. Both these letters would be sent on behalf of the Parish Council.

1. **Finance:**

i.Andy Walker reported offerings and expenses seem to be quite close to budgeted amounts at this stage. It was moved the finance statement be accepted by Andy Walker, seconded by Colin Lane. Carried.

ii. It was also reported the Diocese are working on

adjusting and re-invoicing the levied amounts for previous year to parishes. We are objecting to paying any increased amounts as these were not budgeted for.

1. **Governance & Administration**
   1. **Policy Reviews**

i.Fire Ratings Policy – tabled and approved.

Proposed by Gill Birkett, seconded by Anne Anderton.

ii.Risk Management Policy – tabled and approved.

Proposed Colin Lane, seconded by Anton Benc.

* 1. **Capital Works**

i. Church Lighting – still in progress.

ii. Portable – Exterior completed, Interior options

still being investigated.

iii. Office refurbishment – completed on budget.

iv. Office/Op shop verandah – still in progress.

v. Vicarage – quote decision made.

- tenant to be vacated.

- Project manager, Narelle Costick, will

deal directly with the Diocese building

committee in relation to progress in

the future.

* 1. **OH&S Issues**
     1. Pest Control Spray has been completed in Worship Centre.
     2. Blue Room Stairs – quote received but considered too expensive, need to reflect on other options. It was decided to limit use of the Blue Room to youth activities only and to block use of stairs with a child gate.

1. **Parish Council Leadership & Development**
   1. Parish Council Ministry Portfolios – discussed briefly.
   2. Self-awareness, leadership & spiritual development.
      1. 3 Colours of Community – results were discussed and a book was distributed to Council members to be read before next meeting for further discussion.

**7. Emerald Community Carols**

Proposal tabled by Gill Birkett.

Discussion was held and attention was placed on

* insurance requirement
* security
* funds available by application

A tentative date was suggested for Friday, 14th December, 2018.

All Council members decided to support the project.

1. **STM Vision 2018-2028**

A Survey had been sent out by the team & many were still to be returned. Core Values discussion was had identifying several areas that are key to the identity of St. Mark’s.

1. Correspondence – Andrew Bowles reported there was none
2. Next meeting – 19th March 2018, 7.30pm in the meeting Room.