



4.	<p><b>Returning to Church Discussion and Update:</b>  The Reopening Team are still working on refining the system, and there has been a re-opening meeting and a plan put in place, subject to a number of issues such as a 4 second delay between sound and vision.  However, the plan is to conduct a number of services with Zoom and in-person with a view to moving to Hybrid as soon as is feasible.  Re-opening group have a meeting scheduled for the 5<sup>th</sup> April 2022.  Council ask for patience as we work through the inevitable learning curve we will all experience with this positive move forward.</p> <p>Side note: 40 copies of the Inquirer were still being received, and Kate Foggo confirmed we haven't resumed the order, and will take this forward.</p>	Kate
5.	<p><b>Preparation of 2021 Annual Report and Accounts:</b>  Jill and Kate met regarding this and Council will work together to take this forward.</p> <p>Guidance discussion:  An approach is to be made to the external examiner for accounts to establish availability.  Cashbook and statement of receipts and payments have been drafted; almost all of the supporting evidence has been collated. Main items still to be drafted include Achievements and performance for 2021 and Financial review for 2021.  Ann has updated the personnel, and subscriptions and one or two other items that need to be updated. The treasurer's report still needs to be written, including a statement on portfolio value and income depletion due to the pandemic.  Summary of 2021 challenges has also been drafted.</p> <p>When should we hold the AGM?  Proposed 19<sup>th</sup> June 2022</p> <p>Our thanks go to Ann for all the work she has done so far and to Kate for her continued work as Treasurer.</p> <p>Draft set of accounts to be submitted to Jill for initial review by 30<sup>th</sup> April.</p> <p>Aim to have the accounts with an external verifier for examination during the first two weeks of May for review, subject to availability.</p>	<p>Kate, Ann and Jill</p> <p>Kate and/or Ann to check in with the external verifier.</p>

6.	With regard to the SUA AGM in May, Naomi to put this into the bulletin around a month before to include that it will be Zoomed as well as a free lunch being offered along with an opportunity to step forward and represent St. Mark's as our nominated members of SUA.	Naomi
7.	<p>Notification of G.A. Motions and supporting background papers:  Action required – 31<sup>st</sup> March and 1<sup>st</sup> April issue the Motions  Discussion on the 10<sup>th</sup> April during teas and coffees  Naomi to liaise with Lesley regarding discussion and also to speak to Monika/Hazel with regard to distribution of the Motions.</p>	
8.	<p>Team Updates:  <b>Management Team</b> issued a report which has been distributed and reviewed by Council.</p> <p>Additionally, a meeting has been arranged for 18<sup>th</sup> March regarding internet connections.  Building issues: Hardy's have not responded to enquiries. Tom will follow up with them.  Lettings: lettings are very busy with a number of enquiries.  Church Keys proposal: lock change to front door agreed in principle and will be actioned in due course.  Public Entertainment License fee is approved for payment.</p> <p><b>Ministry Team:</b> Covered earlier in the meeting.  Faith Journey services are proving to be successful.</p> <p><b>Communication Team:</b> meeting being planned for the next two weeks and with Monika's absence we will return to this update at the next meeting.  Photographs are being pulled together. Jill can provide some pictures for use.</p> <p><b>Pastoral Care Team:</b> COVID was still causing some difficulties for people and the Pastoral Care team continue to offer and give support in this area.  The sources of help on the website are being reviewed to ensure they are up to date.  Thanks to Jane, the link between the church service and virtual teas and coffees will continue.  A much loved member has received a departure gift from St. Mark's after they have had to move away due to health issues.  Thank you to the pastoral care for their continued work.</p> <p><b>Monthly Financial Status Update:</b> Mostly covered early in discussions of the annual report, but in addition -</p>	Jill

	<p>Spent more in February than we received as we got a few large bills such as insurance. Kate and Ann are meeting with the financial adviser on the 15<sup>th</sup> March at 9.00am regarding investments which are giving lower returns as is the case with everyone. However, this is not something to be concerned about at the moment but something to watch.</p> <p>Lettings have continued to support us financially, so a challenging financial picture but something we continue to monitor this, with particular focus on utility bill increases.</p>	
9.	<p><b>Any other competent business:</b></p> <p>Signage outside church requires updating. Tom and Jill will make some temporary adjustments.</p> <p>SUA have sent a letter of support to the Ukrainian Social Group.</p> <p>Approached by Faith in Older People with a questionnaire to find out more about what roles people are taking on in churches. Joan will forward this to other churches and will complete on our behalf.</p> <p>Note - EIFA Vigil was held on the 13<sup>th</sup> March and St. Mark's were represented by Margery MacKay.</p>	<p>Tom/Jill</p> <p>Joan</p>
7.	<p>Joan - Closing words:</p> <p>Opening and Closing Words for the next meeting by Naomi.</p>	
8.	<p>Date of Next Meeting: Monday 11<sup>th</sup> April 2022</p>	
	<p>Church Secretary: Naomi Keir Date: 14<sup>th</sup> March 2022 Unitarians in Edinburgh or St Mark's Unitarian Church Edinburgh is a registered Scottish Charitable Incorporated Organisation. Scottish Charity Number SC014167</p>	
<b>Signed:</b>	Convenor	<b>Date:</b> 14 <sup>th</sup> March 2022