



	<p><b>Openness and transparency of policies:</b> Through discussion we reached resolution for how everyone can access those policies. Location of policies to be published in the Bulletin.</p> <p><b>Liaison with SUA / GA as a check on communication, liaison and support:</b> 4 members of the church are members of the SUA. The link with GA is Rob Whiteman from Dundee. Confirmed that is a minister on the GA roll of ministers receives the support of Essex Hall. But someone not on the GA roll of ministers can be involved in an informal way. We agreed that such matters are really important to consider when we next consider the appointment of another minister in the future.</p> <p><b>Council members ought to receive appropriate trained</b> It was felt that between us we either have the skills and experience or have undertaken appropriate training to meet current needs. Training courses from EVOC are available and the OSCR website is recommended as being very informative. We will continuously review this as circumstances dictate.</p> <p><b>Employee Management:</b> It was agreed that we do not currently have an employee which necessitates a sub-committee. Those who manage contractors will continue to meet them as and when appropriate.</p> <p><b>Retention of the HR firm on an ongoing basis:</b> It was agreed to retain Lindsays until at least the point at which we recruit a new minister; the arrangement was an initial 12 month contract. It is noted that Lindsays would be a good resource for when we approach the grievance and complaints procedures in the next few weeks.</p> <p><b>Notice of Council Meetings:</b> Notice of Meetings are now regularly posted on the website and in the Bulletin, as are the minutes and agendas.</p> <p><b>Treasurers Manual:</b> To come back to this after the formal accounts have been submitted after April.</p> <p><b>Building Management:</b> Dedicated building management team –Tom and Ann are leading this with the support of other community members. It is noted that whilst there is various expert knowledge across the community, members and friends tend to wish to participate in a time limited way and do not wish to be part of a permanent team.</p>	Action: Naomi
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	<p><b>To consider increasing the Caretaker Role:</b> it was discussed that he current caretaken does extra hours as and when required. We will keep an eye if this becomes a regular occurrence.</p> <p>The Council commits to regularly review of the Learning and Recommendations document, and welcomes feedback from our community on a regular basis.</p> <p>b. <b>Communications with OSCR</b> We discussed when should we correspond again to OSCR and decided that we'll do a full report once the additional policies are complete. To revisit this in July 2022.</p> <p>c. <b>G.A. Meeting Update</b> There has been no community interest to attend. Logistics to get there are difficult. Joan, Ann and Kate will meet and reach out to possible delegates.</p>	
4.	<p><b>Updates from key groups/teams</b></p> <p><b>1. Management Team</b> In advance of the meeting Ann provided a concise report which council had read and reviewed. A huge amount of work has been underway for which council expressed their gratitude. Things are looking positive for a March return to in person services. A test run on the 13 February of the IT equipment was discussed. This will be subject to discussions to be held on Thursday.</p> <p>Also, it was noted that we have very good lettings booked for March.</p> <p><b>2. Ministry Team</b> Naomi confirmed she now has access to the schedule for Sundays (for advance notice for Bulletins) noting that there is flexibility in its implementation. Children's Coordinator: There has been no interest in this role, perhaps due to not being in Church. It was decided to revisit this after in-person services re-commence. It was suggested to consider inviting a trainee student to assist (over 18 years).</p> <p><b>3. Pastoral Care</b> Supportive information was provided by Jane. Naomi requests that Margery MacKay continues to have access to council files to help support Naomi in her ongoing endeavours and this was approved. Naomi will inform Margery and thank her for her ongoing support.</p>	<p>Progress ongoing, led by Ann and Tom</p> <p>Action: Naomi</p>

	<p>4. Communication Team: Photographs being reviewed on Saturday and progress continue.</p> <p>5. Safeguarding Joan met with Mary McKenna to ensure all needs are being met.</p>	Action: Monika
5.	<p><b>End of Life Workshop next run:</b> Dates to be published are 6<sup>th</sup>, 13<sup>th</sup> and 20<sup>th</sup> March at 5.30pm in the bulletin and see if there is interest. An in-person one is planned for later in the year in the Church.</p>	Action: Naomi publishes in the Bulletin and run as stated.
6.	<p>Any other competent business: Tribute for David McGill: Ross has written a tribute to be included in the Bulletin, following the funeral and any further additions that may wish to be made by anyone in attendance. Naomi to liaise with attendees and update accordingly.</p>	Action: Naomi
7.	<p>Jane: Closing words: Nelson Mandela</p> <p>Opening and Closing Words for the next meeting by Joan.</p>	Action: Joan
8.	<p>Date of Next Meeting: Monday 14<sup>th</sup> March 2022, April date to be revisited too.</p>	
	<p>Church Secretary: Naomi Keir Date: 7<sup>th</sup> February 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> 12 February 2022