

**The Parish Church of St Margaret, Rainham**  
**Parochial Church Council**

PCC Meeting on Wednesday, 14 July 2021  
via MS Teams, 19:30



**Present:** Revd Christine Allen (CA); Hollie Allen (HA) – Chair opening items; Heather Baker (HB); Nigel Barfoot (NB); Ann Critchley (AC; Janet Garnons-Williams (JGW); Sam Holden (SH) – Treasurer; Revd Jonathan Jennings (JPJ); Davina O’Brien (DOB); Frank Pantony (FP); Linda Randall (LR); Owen Smith (OS); Jodie Ward (JW); Kayleigh Ward (KW); Revd Nathan Ward (NW) - Chair; Charley Whittaker (CW); Jo Whittaker (JWh) - Secretary; Terry Whittaker (TW)

**PCC MINUTES**

Item	Details	Action
<b>1.</b>	<b>Welcome and Opening Prayer:</b>	
	HA introduced herself and chaired the opening sections of the meeting. JPJ opened in prayer.	
<b>2.</b>	<b>Apologies:</b>	
	These were received from Lorna Dyer (LD), Nick Grief (NG) and Felicity Holton (FH). TW and NW joined the meeting at 20:00 due to a prior trustee meeting.	
<b>3.</b>	<b>Minutes of the Meeting on 9 June 2021 and Matters Arising (not already recorded on the Agenda):</b>	
	There was an amendment to wording in section 5.iii (Church Fire Risk Assessment) to record that Ecclesiastical were to provide the toolkit for the Fire Risk Assessment rather than carrying it out. The minutes were then agreed as a true and accurate record of the meeting.	
i.	<u>Living in Love and Faith</u> – the PCC taster session would be taking place on 10 August in person, in church – more details to follow.	<b>NG</b>
ii.	<u>Harare</u> – regular Zoom meetings were taking place. The Mother’s Union had started a banner for St Margaret’s. The church is closed due to Covid numbers rising but there were three current projects: <ul style="list-style-type: none"> <li>• HIV – to try to reduce discrimination against those with the disease</li> <li>• Fish Farm – this had come to a standstill</li> <li>• Building of the chapel – planning permission had only been granted for the toilet and walls so far. A question was raised as to whether we could contribute towards this once building restarts. There would be specific conversations around this in the coming weeks and the budget for international giving to be brought to the next meeting.</li> </ul> The next Harare meeting was scheduled for the end of July, with DOB joining alongside St Philips’ churchwardens. CA also confirmed her new Diocesan role, from 23 July, as Link Co-ordinator for the churches in Tanzania, Zimbabwe and Estonia.	<b>Finance Gp</b>
iii.	<u>Parish Administrator</u> – following interview, Jo Whittaker had been offered the post and had accepted.	
iv.	<u>Heritage Project</u> – NW was still working on the final presentation but shared the main points of the proposal and would bring the full presentation to the next PCC meeting for approval. It was confirmed that this would then be presented to the wider church and community so that all information was in one place.	<b>NW</b>
<b>3.</b>	<b>Safeguarding Update:</b>	
	LR advised that, going forward, the role had been broken down into more manageable roles which would be taken on in stages:	



	<ul style="list-style-type: none"> <li>Church Roof quote received for £1,850 to replace the cement filler and work out the best way forward for ongoing maintenance. It was agreed by all to accept the quote.</li> <li>Drains – the faculty had been re-submitted for approval; await DAC response following their 29 July meeting</li> <li>Brown Bins – the hoppers had been replaced by brown bins</li> </ul>	<b>DOB</b>
<b>6.</b>	<b>Finance Committee Update:</b>	
	<p>TW introduced and welcomed Sam Holden as the new treasurer and confirmed he had met with the rest of the finance group (TW, DOB and FP). SH would attend PCC meetings on a quarterly basis and interim meetings where possible. The handover between DOB, Jane and SH was in progress and the Diocese and Charity Commission informed.</p> <p>It was agreed that, from the next PCC meeting, a financial report would be produced and circulated each month.</p> <p>As at the end of June, income was £103,000 (exc. Bookshop and 123 Station Rd – see below) and expenditure was £119,000</p>	<b>Finance Gp</b>
i.	<u>123 Station Road</u> - £211,000 had been received, with £200,000 being deposited into the investment account.	
ii.	<u>Bookshop</u> - £8,937 had been received	
<b>7.</b>	<b>Mission:</b>	
i.	<p><u>Rainham News</u> – NW advised that Rainham News had received a complaint from our MP over an article that had been published. Upon investigation it appeared that the article was factually incorrect. Rainham News had issued an apology, but Rehman Chishti was not satisfied with this and had written to the Diocese contacting both Bishop James and Archdeacon Andy. The nature of the complaint was unknown but the Diocese had invited NW to a meeting, together with a Church Warden and a member of the PCC. LR had volunteered and, after discussion, it was agreed that JPJ would represent the PCC.</p> <p>NW explained that St Margaret’s, as the Publisher, had a potential liability whereas the Diocese had no legal responsibility which made the fact that the complaint was raised against them a little difficult. NW confirmed that the Journalist had her own liability insurance.</p> <p>NW proposed that we needed to formalize a complaints procedure for Rainham News and circulated a proposal of procedure that we could adopt and present to the Diocese at the meeting. The document was based upon a procedure used by the Centre for Community Journalism.</p> <p>After discussion it was proposed that ‘the complaints procedure be adopted by PCC’.</p> <p>FOR: 16   AGAINST: 0   ABSTENTION: 0 Document adopted unanimously.</p>	
ii.	<u>Suicide Prevention Campaign</u> – NW advised that the projection was for suicides to peak from September and it would be good to be proactive in developing something based around this campaign.	<b>NW</b>
iii.	<u>Covid memorial window</u> – NW had circulated an initial design for this and there was a good discussion around people’s opinion of the images, the outcome being we would ask the artist to produce the next stage drawing, taking into account the various comments. It was agreed to explore the theology attached to the central image when it was next submitted.	<b>NW</b>
<i>Permission was sought and granted to extend the meeting until 21:30</i>		
iv.	<u>House for duty youth worker</u> – the Diocese had indicated that whilst they had waived their share of rent on Childcroft Road to accommodate JW and her mission, going forward they would not be able to continue this (60% share equates to approx. £780 per month). Options available to us are:	

	<ul style="list-style-type: none"> <li>• Renting the property to an approved third party</li> <li>• Paying 60% rent to the diocese</li> <li>• Investigating 'buying out' the diocesan share</li> <li>• Selling and re-investing in a new house, solely owned by the church</li> </ul> <p>There was a good discussion about whether we were being called to use the house for a youth worker, on a house for duty basis (i.e. provide a house and its maintenance work in exchange for two days work plus a Sunday) or make use of it as an asset, and what the benefits or otherwise were of both courses of action.</p> <p>A proposal was finally made that: 'in principle, the PCC agree to enter into formal talks with the Diocese to explore buying their 60% of the property and entering into a House for Duty agreement for a youth worker (subject to appropriate interview and Safer Recruitment) to move in prior to the sale taking place'.</p> <p>FOR: 16   AGAINST: 0   ABSTENTION 0 All in favour</p> <p>It was agreed that NB would work with NW to move this forward.</p>	<b>NB/NW</b>
<b>8.</b>	<b>Sub-Committee Group Members:</b>	
	Finance; Maintenance & Utilities; Communications; Safeguarding This was carried over to the next meeting	
<b>9.</b>	<b>AOB:</b>	
i.	See separate confidential minute in relation to BK update	
ii.	CA raised the proposed plan to rebrand the Thursday Coffee Morning as a Place of Welcome, which would be more community focused and include stalls from the Adult Education centre and others. There would be no additional cost involved. Everyone was in favour of this.	
iii.	This was JW's final PCC meeting with St Margaret's. Grateful thanks were offered for everything she had done within PCC and Rainham parish and blessings were prayed on her, Billy and 'bump' for their future.	
<b>10.</b>	<b>Date of Next Meeting:</b>	
	8 September 2021	
<b>11.</b>	<b>Closing Prayer:</b>	
	JPJ closed the meeting in prayer at 21:41	