

The Parish Church of St Margaret, Rainham
Parochial Church Council

PCC Meeting on Thursday, 11 November 2021
in St Margaret's Church, 19:30



Present: Heather Baker (HB); Ann Critchley (AC); Lorna Dyer (LD); Janet Garnons-Williams (JGW); Nick Grief (NG); Felicity Holton (FH); Jamie Jackson (JJ); Revd Jonathan Jennings (JPJ); Davina O'Brien (DOB); Frank Pantony (FP); Kayleigh Ward (KW); Revd Nathan Ward (NW) - Chair; Charley Whittaker (CW)

In Attendance: Sam Holden (SH) – Treasurer; Charli Perkins (CP); Jo Whittaker (JW) – Secretary

PCC MINUTES

Item	Details	Action
1.	Welcome and Opening Prayer:	
	NW opened the meeting in prayer.	
2.	Apologies:	
	These were received from Revd Christine Allen (CA); Hollie Allen (HA) – Vice Chair; Nigel Barfoot (NB); Linda Randall (LR); Owen Smith (OS); Terry Whittaker (TW)	
3.	Minutes of the Meeting on 20 October 2021 and Matters Arising (<i>not already recorded on the Agenda</i>):	
	The minutes of the last meeting were approved as a true and accurate record.	
i.	<u>Harare update</u> – carried over to the next meeting due to CA illness; finance aspect was picked up in the budget – see 4b below	CA
ii.	<u>Thursday Coffee Morning</u> – recruitment of befrienders was ongoing	
iii.	<u>Response to D Noakes</u> – a response had been received to the PCC letter seeking further clarification on one point; a response was sent to clarify this.	
iv.	<u>Covid Memorial Window</u> – feedback was passed onto John Corley and amendments were being made.	
v.	<u>Messy Church update</u> – this worked well with approx. 35 people attending, most of whom wouldn't normally attend church.	
vi.	<u>Hope into Action</u> – NW hoped this would be in process of being set up by the end of December, however, it was noted that NW had received notice to attend the Public Inquiry w/b 6 December which was earlier than originally thought, which could impact this.	NW
4.	Finance Committee Update:	
i.	<u>Youth Pastor work phone and credit card</u> – CP phone had been set up; credit card was still in process. CP had submitted a youth budget – see 2022 Budget 4b below.	
ii.	<u>Fee structure for weddings/funerals</u> – these were still being worked on and would be brought to the January meeting. It was noted that whilst actual figures would not be in the budget, extra had been factored in.	
iii.	<u>Change to bank signatories</u> – the forms were completed and, following agreement of the last minutes, could now be submitted to the bank.	
iv.	DOB had recently attended a useful financial toolkit webinar and advised it may be time to re-address the stewardship campaign which was last looked at pre-covid.	
a.	<u>2021 performance</u> – see previously circulated document. SH reported that the sale of Station Road had not been included in these figures to avoid an artificial inflation of funds. General comments:	

6.	Comms Group Update:	
i.	TOR and Social Media Strategy - still to be completed	NW
ii.	Church Magazine – this was on track to start in January 2022	JJ
7.	Safeguarding Update:	
i.	PSO – we were still looking to recruit to this role	
ii.	Job Descriptions – these were being worked on, with a view to being completed by the end of the year.	S/guarding Cttee
8.	Maintenance & Utilities Committee Update:	
i.	New TOR – these had been circulated prior to the meeting. No amendments were required.	
ii.	Millennium Centre acoustic fencing - this was still being investigated.	
iii.	Childscroft Road: <ul style="list-style-type: none"> - Tree Replacement - there had been conversations about planting new trees in the Vicarage Garden following the removal of the tree in the back garden. - House Valuation – these was taking place on 12 November. NW had spoken to the Diocese on PCC’s behalf to confirm the indication made that rent would not be charged if we intended to buy the house. The Diocese had agreed that this was the case, but should the house not be sold in a timely, e.g. after February 2022, then rent would need to be paid. 	
iv.	Church: <ul style="list-style-type: none"> - Drains – DAC had now approved the work, subject to the engagement of an archaeologist and some documents being updated. NW requested that any work in the churchyard be carried out in liaison with JW to ensure this doesn’t happen when burials or interments are taking place. Screens should be requested to ensure any work is done out of the public eye (insurers have agreed this). - Quinquennial inspection – this took place on 22 October and the report is awaited. PCC agreed the change of architect. - Health & Safety/SHE maintenance meeting – this was due to take place the following week. 	M&U Cttee M&U Cttee
v.	Churchyard – work on the yew tree had been completed.	
9.	Mission:	
a.	Living in Love and Faith – thought was being given to a day in the Spring to invite people to come together. It would be good to keep the course running but embed this into the strategy for next year. NG and NW to meet and talk through.	NW/NG
b.	Engagement with Residential Homes - AC had spoken to Signal Court, Durland House and The Platters. They had been very welcoming and were encouraged by the contact, albeit cautious due to Covid. This idea would be revisited and a plan put together after Christmas.	AC
10.	Correspondence:	
i.	Letter from Alex Brewer – this had been circulated prior to the meeting. There was some discussion and it was agreed that the PCC were unable to give a full response at this stage. It was further agreed that 1) the document be referred to Richard Williams at the Diocese, 2) the Finance Committee be asked to look at this in detail and bring their response to the next PCC meeting and 3) the Finance Committee be given authority to spend up to £500 to secure independent advice if required. FOR: 13 AGAINST: 0 ABSTENTION: 0 Agreed unanimously	Finance Gp
ii.	Double headstone – see previously circulated document regarding a family’s request for a double-width headstone across two side by side, single depth graves for their parents (no double depth graves were available at the time of burial). As there was no mention in the Churchyard regulations for this, it would need a private petition for a faculty.	

	JGW proposed and HB seconded the proposal that: 'the PCC support the family proposal for a double headstone.' FOR: 13 AGAINST: 0 ABSTENTION: 0 Proposal carried unanimously.	JW
11.	AOB:	
i.	COP26 Vigil – KW reported that there had been a good response with over 100 people joining in.	
ii.	A local Personal Trainer, Becky McDonald, was working with Public Health looking at ways to get the older generation back into the community through wellbeing and physical health. She had asked whether the church would support her by allowing use of the Millennium Centre for this. PCC to provide the Risk Assessment. FOR: 13 AGAINST: 0 ABSTENTION: 0 Agreed unanimously.	KW
iii.	Hello Rainham Christmas Project – DOB proposed that the church provide and donate Christmas gifts to all the families being supported by the Just Say Hello Project. This could be in addition to, or instead of, the Toy Service – JJ to investigate with the Salvation Army. FOR: 13 AGAINST: 0 ABSTENTION: 0 Agreed unanimously.	JJ DOB
iv.	Just Say Hello Food Project – NW advised that there was a lot of communication on personal phones. It was agreed that it would be prudent to provide volunteers with a mobile phone. FOR: 13 AGAINST: 0 ABSTENTION: 0 Agreed unanimously.	Finance Gp
v.	Remembrance Sunday – the Risk Assessment for the outside service and road closures was agreed by the PCC. FOR: 13 AGAINST: 0 ABSTENTION: 0 Agreed unanimously.	
12.	Dates of Next Meeting: <i>see circulated diary</i>	
	Tuesday 6 th December, 19:30 in Church	
13.	Closing Prayer:	
	NW closed the meeting in prayer at 21:50	