

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

Full meeting of the PCC on Thursday, 10 February 2022  
in Church, 19:30



**Present:** Hollie Allen (HA) – Vice Chair; Heather Baker (HB); Nigel Barfoot (NB); Lorna Dyer (LD); Janet Garnons-Williams (JGW); Nick Grief (NG); Felicity Holton (FH); Jamie Jackson (JJ); Revd Jonathan Jennings (JPJ); Davina O'Brien (DOB); Linda Randall (LR); Revd Nathan Ward (NW) - Chair; Charley Whittaker (CW); Terry Whittaker (TW)

**In Attendance:** Sam Holden (SH) – Treasurer; Jo Whittaker (JW) – Secretary

**PCC MINUTES**

| Item      | Details                                                                                                                                                                                                                                                                                                                                                                                                                                           | Action                        |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| <b>1.</b> | <b>Welcome and Opening Prayer</b>                                                                                                                                                                                                                                                                                                                                                                                                                 |                               |
|           | JPJ opened the meeting in prayer.                                                                                                                                                                                                                                                                                                                                                                                                                 |                               |
| <b>2.</b> | <b>Apologies:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                 |                               |
|           | These were received from Ann Critchley (AC), Frank Pantony (FP) and Kayleigh Ward (KW).                                                                                                                                                                                                                                                                                                                                                           |                               |
| <b>3.</b> | <b>Minutes of the Meeting on 12 January 2022 and Matters Arising</b> ( <i>not already recorded on the Agenda</i> ):                                                                                                                                                                                                                                                                                                                               |                               |
|           | These were agreed as a true and accurate record of the meeting.                                                                                                                                                                                                                                                                                                                                                                                   |                               |
| i.        | Friends of Harare - DOB, Jean Penney, Christine Allen (CA) and Deanna Pease had met with Philip via Zoom; it was agreed that the zoom meetings would continue on a regular basis and the renamed Friends of Tafara group would meet to talk through how best to support the church and fundraising etc.                                                                                                                                           |                               |
| ii.       | Hope into Action – a draft constitution had been created. This would be brought to the next PCC for agreement, with two points to be considered: whether PCC appoint trustees to the charity; and if there should be an AGM.                                                                                                                                                                                                                      |                               |
| iii.      | Risk Assessments – NW reported that the PCC could delegate authority to anyone to accept these on PCC's behalf and requested permission to take this to staff meeting to develop an operational plan. JJ seconded the proposal.<br>FOR: 17   AGAINST: 0   ABSTENTION: 0                                                                                                                                                                           | <b>NW/<br/>staff<br/>team</b> |
| iv.       | Living in Love and Faith – NW and NG had met and proposed that, after Easter, there would be a sermons series based on the six pastoral principles of living well together. There would also be a 5-week course run at church, which could lead to the re-start of homegroups in the Autumn.                                                                                                                                                      |                               |
| v.        | Residential Homes – NW and AC to meet, but it was suggested that nothing new be started until after the work had finished with the University of York.                                                                                                                                                                                                                                                                                            |                               |
| vi.       | Covid Memorial Window – the technical document had been received from John Corley. There was some discussion about when the faculty submission should be made balancing the lengthy process of submission against consultation and engagement with the congregation and community. It was agreed that the picture be published along with the PCC minutes and engagement be made between now and April with a view to making the submission then. | <b>Staff<br/>team</b>         |
| <b>4.</b> | <b>Finance Committee Update:</b>                                                                                                                                                                                                                                                                                                                                                                                                                  |                               |
|           | TW reported that the Committee had met recently. The year-end figures were nearly finalised, but this had a knock-on effect on availability of reports for this meeting but the committee were confident that everything was as it should be.<br>Eon had debited £7,700 against the quarterly spend – a claim had been registered with the Bank and had been escalated to the complaints department.                                              |                               |

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| i.        | <p>Childscroft Road – following the valuation reports, SH reported that there were four options available to PCC:</p> <ol style="list-style-type: none"> <li>1. Sell the property as joint owners with the Diocese, and PCC then purchase another house with cash (not recommended due to the current housing market)</li> <li>2. Sell as joint owners and purchase another property with a mortgage (not recommended due to the current housing market)</li> <li>3. Keep the property and buy out the Diocese with cash (not recommended as too risky with the reserves and a negative budget)</li> <li>4. Keep the property and buy out the Diocese using alternative funds/grants (the recommended option)</li> </ol> <p>NW advised that Church Estate Charity had offered a grant, which could cover the additional costs in option 4. The PCC were grateful for the very generous offer. A valuation offer of £362,500 had been made by the Diocese (their 60% being £217,500).</p> <p>It was proposed by JPJ and seconded by TW that,</p> <ol style="list-style-type: none"> <li>i. 'the PCC accept £362,500 as a fair valuation of the property'</li> </ol> <p>FOR: 17 I AGAINST: 0 I ABSTENTION: 0 proposal agreed</p> <ol style="list-style-type: none"> <li>ii. 'based on the valuation, PCC proceed to buy out the 60% share from the Diocese'</li> </ol> <p>FOR: 17 I AGAINST: 0 I ABSTENTION: 0 proposal agreed</p> <p>The Finance Committee then recommended the purchase be made using the grant received, to stay within the reserves policy. This would be subject to contract and survey. The PCC recommended TW be its representative to negotiate the deal.</p> | <b>TW</b>                                       |
| ii.       | Review of Bank signatories across all accounts - ongoing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                 |
| iii.      | Indicative costing/budget forecasting following church QQ inspection - ongoing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                 |
| <b>5.</b> | <b>Safeguarding Update:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                 |
|           | <p>LR and NW had met. A PSO is still being sought. The job descriptions were largely done and, once completed, there would be a re-launch of safeguarding within the church, with a clear process on safer recruitment. It was noted that the PCC were ultimately responsible for everything within that remit.</p> <p>There was a discussion around safeguarding training and NW had raised the question with the Diocese.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p><b>Safe-guarding Gp</b></p> <p><b>NW</b></p> |
| <b>6.</b> | <b>Maintenance &amp; Utilities Committee Update:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                 |
| i.        | Millennium Centre - acoustic fencing - ongoing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                 |
| ii.       | <p>Church:</p> <ul style="list-style-type: none"> <li>• QQ work – DOB had met with BW Mays to talk through the recommended work – a quote was awaited. A meeting was arranged for the following week with the QQ architect regarding the North wall repair and the provision of a schedule of works.</li> <li>• Health &amp; Safety – report awaited from Gary Bleckley of SHE</li> <li>• Drains – the work would be carried out on 1 and 2 March. One of the conditions of the faculty was that there would be archaeological oversight. HA had agreed to provide this. However, insurers had suggested that any cost incurred in meeting this condition would not be covered under the policy – it was agreed that this point be challenged for future clarity.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>DOB/TW</b>                                   |
| iii.      | Utility Contracts – gas contract was in place until the end of 2023; electricity had been changed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                 |
| iv.       | Fencing in car park – work had been carried out by Medway Council and a new fence erected.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                 |
| v.        | Browns bins – signs had been added                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                 |
| <b>7.</b> | <b>Comms Group Update:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                 |
|           | The staff team had had a long discussion around communications in general. A news                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                 |

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|            | <p>sheet had been set up, in a different format to its predecessor; with the front-page detailing Sunday to Sunday activities for the week and the back page noting key events and dates, together with a prayer section. Names were only to be included for prayer if requested by the person themselves or their next of kin – news would not be shared without these permissions.</p> <p>It was hoped that prayer ministry would be re-introduced in the chapel at every service.</p> <p>NW reported that the Comms Group had been disbanded and the weekly staff meeting would expand to discuss what goes into the news sheet.</p> |           |
| <b>8.</b>  | <b>Mission:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |
| <b>a.</b>  | <b>Eco Church Update:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |
|            | <p>FH advised that to move up from the bronze to silver award would involve a big effort. A meeting had been arranged for 23 February at 19:30 in the Millennium Centre, which was open to all, to look at the five areas involved:</p> <ul style="list-style-type: none"> <li>• Global and community engagement</li> <li>• Buildings</li> <li>• Lifestyle</li> <li>• Land</li> <li>• Worship and teaching</li> </ul>                                                                                                                                                                                                                   | <b>FH</b> |
| <b>b.</b>  | <b>Eco Hub Update:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |
|            | The Eco-Hub were working on their strategy and would bring this to PCC when completed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>KW</b> |
| <b>9.</b>  | <b>Correspondence:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |
|            | None to report.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |
| <b>10.</b> | <b>AOB:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |
| i.         | Queen's Platinum Jubilee Weekend (2-5 June 2022) – some events were being planned to take place across the weekend at church, the Millennium Centre and possibly at Rainham Rec. Contact to be made with Medway Council.                                                                                                                                                                                                                                                                                                                                                                                                                |           |
| <b>11.</b> | <b>Dates of Next Meetings:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |
|            | <p>8 March 2022, 19:30 Church</p> <p>7 April 2022, 19:30 Millennium Centre</p> <p>APCM – 24 April, time to be confirmed</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |
| <b>11.</b> | <b>Closing Prayer:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |
|            | TW closed the meeting with prayer at 20:47                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |