

The Parish Church of St Margaret, Rainham
Parochial Church Council

Full meeting of the PCC on Thursday 19th January 2023
via MS Teams, 19:30



Present: Heather Baker (HB); Nigel Barfoot (NB); Lorna Dyer (LD); Janet Garnons-Williams (JGW); Nick Grief (NG); Felicity Holton (FH); Revd Jonathan Jennings (JPJ); Davina O'Brien (DOB); David Ormiston (DO); Frank Pantony (FP); Linda Randall (LR); Kayleigh Ward (KW); Revd Nathan Ward (NW) - Chair; Terry Whittaker (TW)

In Attendance: Jo Whittaker (JW) – Secretary

PCC MINUTES

Item	Details	Action
1.	Welcome and Opening Prayer: JPJ opened the meeting in prayer	
2.	Apologies: Hollie Allen (HA); Sam Holden (SH) - Treasurer; Frank Pantony (FP); Charley Whittaker (CW)	
3.	Minutes of the Meeting on 16 November 2022 and Matters Arising (<i>not recorded elsewhere</i>):	
	DOB proposed and LD seconded the minutes be accepted as a true record of the meeting - All agreed.	
i.	Just Say Hello partnership with Acts435 – KW reported that Joanne Bourne had volunteered to offer support for this project and the safer recruitment process was in progress. With regard to previous concerns raised about responsibility and decision making, KW was to put together a proposal and bring to the next PCC meeting.	KW
ii.	Community Journalist bids – two separate funding applications had been made and results were expected in February and April 2023.	NW
iii.	Ukrainian Church – awaiting a response from Bishops court	NW
iv.	Flower Stands review – a decision was to be made as whether the stands we already had were repairable or new ones should be bought. NW, HB and the Churchwardens would meet outside of the PCC meeting and come back to PCC if required. FH asked whether the use of something other than oasis be explored in line with being an eco-church.	HB/NW/ Church Wardens HB
4.	Safeguarding Update:	
	Two referrals had been made over the last couple of months. The Safer Recruitment process continued to be looked at and NW had written to the Diocese about an anomaly in the policy in connection with licensed staff and PCC members. A response was awaited. As part of the Safer Recruitment process, a 'legacy' list of people who were currently serving in church and had completed the full SR process was presented to PCC for approval. NW proposed and LR seconded the proposal that the PCC approve all those on the list. FOR: 14 Against: 0 ABSTENTION: 0 Unanimously agreed	NW
5.	Finance Committee Update:	
	TW reported that year end work was underway to close out the December accounts – whilst there were some anomalies in the circulated document and some depreciation to put against it, the year would end in a surplus, mainly due to gifts and legacies. It was agreed that any outstanding expenses for 2022 should be submitted by 27 January. The January report would be available at the next meeting.	
i.	Time limit for reclaiming VAT on costs for places of worship – TW advised that invoices needed to be less than 12 months old to be able to recover VAT. This could	

	create an issue for the Putting Rainham First project and it was agreed that something should be done to trigger building works within 12 months – the management of the project and expenditure was to be looked into.	
ii.	Indicative Offer made to the Diocese for 2023 – this had been made to and accepted by the Diocese.	
6.	Maintenance & Utilities Committee Update:	
i.	Church - Smart Thermostat – a quote had been received for £500 approx. The Group would look at this in more detail and advise PCC of any progress.	
ii.	<p>Quinquennial Work – DOB and NW were due to meet. For 2023, there were various issues that needed work done and these would be systematically dealt with:</p> <ul style="list-style-type: none"> • Chancel roof repairs • Rainwater goods – repairs and cleaning needed • Vestry tiling repairs • Tower door repairs • Timber treatments (a small area) • Boundary wall repairs <p>NW reminded the PCC of the importance of acting on the Quinquennial recommendations in a timely manner.</p> <p>Thanks were given to the Maintenance & Utility Group for all their hard work and dedication.</p>	
iii.	Childscroft Road – following inspection, rudimentary cavity wall insulation was in place and the EPC was in process of being renewed. Any further work needed would then be looked at.	M&U Gp
a.	<p>Church Wall – there had been a catastrophic failure in one part of the church boundary wall causing it to collapse. A claim had been lodged with insurers; architects and structural engineers had looked at the wall; and there had been conversations with Medway Council. A design and quote was awaited for the repairs which would then go to insurers for a final decision on the claim. It was expected that the repair cost would be in the region of £15-20k. The Structural Engineers report highlighted three other sections of the wall that required urgent repair and, in consultation with insurers, Medway Council Highways department and building control, the road to the side of the Cricketers carpark was now closed and signage displayed about the danger. This would stay in place until the Architect issued further guidance. Any cost associated with work on these other parts of the wall would not be insured as this would be construed as general maintenance. At this stage, the cost was unknown.</p> <p>As it was a Grade II listed wall, a faculty would be required for any works to be carried out, but this would not start until mid-March given the type of work, material needed and dry weather. It was likely that work on all parts of the wall would be looked into at the same time to save on cost, and in line with the QQ recommendations.</p> <p>It was suggested that the Rainham community be advised about progress given the wait for works to start and the affect the closure of roads and pathways has had. A thought for longer term could be to apply to close part of the old graveyard that runs alongside the A2 and the Cricketers car park as it was almost full – this would then become the responsibility of the local authority together with the relevant section of boundary wall, noted for reconsideration once the walls were in good condition.</p>	
b.	Confidential Minute	
7.	Putting Rainham First (PRF) Update:	
	The Youth Survey had been undertaken in Rainham Mark (771), Leigh Academy (175) and Rainham Girls School (1,200) with the Howard results being collected next week - this was almost 3-4k responses in total. 328 Community Surveys had been returned and 75 from the congregation. There was lots of data to input and a researcher contact of NW had offered pro-bono work on the data. NW was to approach the University of Kent to seek assistance in processing this. It was likely the results would lead to further	

	<p>research questions but there was excitement by the quality of data which would help in decision making going forwards. To date, main concerns about Rainham were:</p> <ul style="list-style-type: none"> - Crime and anti-social behaviour (community responses) - Pollution and environment (youth responses) <p>With regards to the rest of the project, an Architect had been appointed and requested drawings and a measured survey of the Millennium Centre, Church and Churchyard be undertaken. CAD drawings had been done previously of the MCentre and the Church of England have a national project for graveyards which would help towards costs. Approximate cost for this was in a range of £6-20k but in order to progress this would need to be the next step forward.</p> <p>The PRF Project group were due to meet next week.</p> <p>The big grey noticeboard was to be used to publish updates and progress.</p>	
i.	to include the group as a sub-committee of the PCC - ongoing	
8.	Correspondence: none reported	
9.	AOB:	
i.	<p>Events:</p> <p>a) Fuse Youth Event - this was a joint Diocesan event between Rochester and Canterbury Dioceses, hosted at St Margaret's. The first event would take place on Friday 20 January.</p> <p>b) Panto trip – proposal to buy 40 tickets for Thursday 16 February to take 252Kids and their families to the pantomime. It was noted that this had been done historically.</p> <p>c) Abba Tribute evening, Saturday 18 March – as part of the work towards the final part of his apprenticeship Conor was required to put on a large scale event; see proposal for an Abba tribute evening. It was noted that the PCC would be required to underwrite the event but it was expected that ticket and bar sales would cover the cost. A question was raised as to whether the toilet facilities would be sufficient – this to be looked at in further detail.</p> <p>NW requested the PCC to formally agree these three events – FOR: 14 AGAINST: 0 ABSTENTION: 0 Unanimously agreed.</p>	
ii.	<p>Faculty Application for a single grave space in the churchyard – an application had been made to reserve a space in the churchyard. NW reported that the lady concerned lived in the parish and therefore had a legal right to be buried there, and space was available. The PCC were in unanimous agreement to support the application for the reservation of a grave space in the Churchyard.</p>	
iii.	<p>Accessible Church Service – TW advised that he had been part of a group who had met to look at the possibility of laying on a service, once a month, for those who struggle to access 'normal' church services. The suggestion was the 4th Monday of the month for a short service in the Chapel followed by refreshments. A team would need to be safer recruited (if they weren't already), and it would dovetail with the work JPJ was doing in care homes. In response to various questions:</p> <ul style="list-style-type: none"> - Jean Penney would be the focal leader - Carers would be responsible for bringing those who might struggle to get there under their own steam - Accessibility to the Chapel would be via the ramp in the main part of church behind the pulpit - Thought to be given to the difference between providing something of value for those with health issues versus those with neuro diverse issues. <p>The PCC unanimously agreed to wholeheartedly welcome and support the progression of an accessible service and looked forward to hearing how it goes.</p> <p>Any suggestions for a name to be given to TW.</p>	TW/Jean
iv.	<p>Harare Update – NG advised that Phillip had moved on from St Philips, Tafara and was now pastor at The Good Shepherd Church. His successor was still to be introduced. Stages 1 and 2 of the building works at St Matthias had been completed but a further US\$10k (estimate) was needed to complete stage 3 (the walls). The Diocese of Harare had undertaken to provide some beekeeping projects and these had now started.</p>	

	Investigations were being made to develop links between schools in the Harare and Rochester Dioceses – NW offered support to liaise with local schools. It was agreed that one of the notice boards in church was to be used for updates about our link parish.	
v.	Bible Studies – NG asked whether consideration could be given to providing a Bible Study in the daytime for those who were unable to come out in the evening.	NW
vi.	Just Say Hello Project (JSH) – KW advised that the project was originally set up to deal with the temporary distribution of food to families and those in need but it had become clear that a longer term / more sustainable solution was needed. Thought had been given as to how to provide a community fridge and larder to respond more effectively to the need. It was proposed that the flower/cleaning cupboard at the back of church be converted into a foodbank/community larder with a fridge freezer and space be allocated in the vestry office to house the flower equipment. A suitable home was to be found for the cleaning gear. TW confirmed that any work would be funded by the JSH project and therefore have no impact on the general church account. Work was required to clear the cupboard and part of the vestry (temporary storage of any items would be in the south porch) and it was noted that any shelving would be freestanding (but robust enough for health & safety reasons) and a faculty would therefore not be required. Some electrical work would be needed to provide power for the fridge freezer (A rated and with a minimum decibel rating). The proposal was unanimously agreed by PCC.	
10.	Dates of Next Meetings:	
	<i>(all at 19:30)</i> Monday 20 February, Teams Tuesday 21 March, Teams Wednesday 19 April, Millennium Centre APCM – Sunday 23rd April (16:00, Millennium Centre) Tuesday 20 June, Millennium Centre Tuesday 18 July, Millennium Centre Wednesday 20 September, Millennium Centre	
11.	Closing Prayer:	
	JPJ closed the meeting in prayer at 21:28	