

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

Full meeting of the PCC on Monday 20 February 2023  
via MS Teams, 19:30



**Present:** Hollie Allen (HA); Heather Baker (HB); Nigel Barfoot (NB); Janet Garnons-Williams (JGW); Nick Grief (NG); Felicity Holton (FH); Davina O'Brien (DOB); David Ormiston (DO); Linda Randall (LR); Owen Smith (OS) – Vice chair; 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
1.	<b>Welcome and Opening Prayer:</b> NW opened the meeting in prayer.	
2.	<b>Apologies:</b> These were received from Lorna Dyer (LD); Revd Jonathan Jennings (JPJ); Kayleigh Ward (KW), with Sam Holden (SH) joining later.	
3.	<b>Minutes of the Meeting on 19 January 2023, Extraordinary Meeting 2 February 2023 and Matters Arising:</b>	
	With amendments to the cost of building works in Harare (section 9.iv) and the date of the confidential minute, LR proposed and NG seconded both sets of minutes be approved as a true and accurate record of the meetings. All agreed.	
i.	Just Say Hello partnership with Acts435 proposal – in KW absence, this was rolled over to the next meeting.	
ii.	Ukrainian Church update - on advice from +Jonathan and the Registrar, a license by faculty would be required; further advice awaited from the diocese before the application could be made. NW had updated the Ukrainian church.	NW
iii.	Events update – an outstanding bill for the Fuse youth event had been forwarded to the Diocese. Tickets were selling well for Abba; three portable toilets would be hired in for the evening (Risk Assessment to be updated) and a temporary event licence had been granted by implication. Any potential financial implication to be advised to the PCC; Conor to research Canon Law and provide a statement, if needed, regarding any potential damage to the church.	Conor W
iv.	Accessible Service update: <ul style="list-style-type: none"> <li>- further consideration was to be given to the 'target audience'.</li> <li>- CW had agreed to advise about physical access.</li> <li>- A suggestion for the name was 'St Margaret's Includes Service'.</li> <li>- Suggested start date of 27 March at 2pm subject to PCC agreement, and monthly thereafter.</li> <li>- JGW and TW would both lead services, and possibly engage John Beck too ,with Jean Penney being responsible for team, recruitment, admin etc.</li> </ul> A concern was raised that the name 'includes' may suggest that other services 'exclude' and it was agreed that messaging was very important. TW and JGW to feedback to the team.	TW / JGW
v.	Daytime Bible Study – the evening Bible Study was going well and there had been a request for a daytime session. Whilst it was agreed this was a good idea, it was difficult from a resource perspective as the team were already overstretched. It was important to look at this as part of the bigger picture of where the Church was going (see 7. and 10.i below).	
vi.	JSH Community Larder – both the larder and new flower storage areas had been set up. The JSH team were meeting this week to discuss next steps.	KW/ DOB

vii.	<p>Faculty Application for additional toilet – the application had been submitted and response was awaited. An actual quote had been received for £4.5k which was more than expected, mainly due to the cost of materials going up.</p> <p>There was some discussion on the wisdom of spending money now given there were other issues (e.g. the church wall) that would require an unbudgeted spend versus the need for an additional toilet and the likely continued cost increase if this was delayed. It was agreed that a more informed discussion should be pushed into the next meeting once the DAC decision on the faculty application had been received.</p> <p>A question on policy was directed to the Finance Committee as to whether two or more quotes should be sought for any work to be carried out.</p>	Finance Cttee
viii.	Harare – NG advised that the new priest at St Philip’s, Tafara was Rev. Farai Kuwanda and it was hoped to meet him via Zoom soon.	
<b>4.</b>	<b>Safeguarding Update:</b>	
	There were no new issues to report. The system was continuing to be updated and a lot of people were needing to update their training.	
<b>5.</b>	<b>Finance Committee Update:</b>	
i.	<p>Year-end accounts – this had been circulated prior to the meeting and there were no questions. SH proposed and TW seconded approval of the year end accounts to be sent to the auditor.</p> <p>FOR: 12   AGAINST: 0   ABSTENTION: 1 Approval carried</p> <p>Thanks were extended to SH and others for their hard work.</p>	
ii.	<p>January accounts – there were a few points to note:</p> <p>Income:</p> <ul style="list-style-type: none"> <li>this was above the expected for the month, even without Gift Aid and a one-off donation</li> <li>grants were expected at the end of February and March</li> <li>wedding and funeral fees were down</li> </ul> <p>Expenditure:</p> <ul style="list-style-type: none"> <li>utilities were slightly over the expected, but were anticipated to come down as the weather warmed up (subject to any unknown price increases)</li> <li>there was a one-off spend for the youth surveys</li> </ul> <p>In summary, there was a slight surplus mainly due to donations.</p> <p>It was agreed that SH would be added as an additional payment authoriser on Bankline.</p> <p>Thanks were given to the Finance Committee – often the unsung heroes!</p>	Finance Cttee
<b>6.</b>	<b>Maintenance &amp; Utilities Committee Update:</b>	
i.	Church – Nest controller - this was set up and working. The utility company had suggested moving over to a smart meter for electricity.	
ii.	Quinquennial Work – the wall perimeter had been looked at and an area identified on the South wall that required work. Three quotes had been received in the region of £4-5k.	
iii.	Ongoing Maintenance – it was proposed to get a team of maintenance volunteers together for straightforward, simple tasks to be carried out when needed.	M&U Gp
<b>a.</b>	<b>Church Wall Update:</b>	
	<p>Reports had been received and the work put out to tender. Responses and quotes were awaited and all cost relating to the collapsed wall would be passed onto insurers.</p> <p>Other points to note:</p> <ul style="list-style-type: none"> <li>Medway Council and local councillors had expressed concern over the speed of responses and this was causing them some issues.</li> <li>There were some funding options, but the quotes were needed to be able to submit the requests.</li> </ul> <p>NW reported that an emergency faculty had been granted to repair the collapsed part of the wall. With regards to the other parts that had been highlighted as requiring work, details had been sent to the Diocese to seek clarification as to whether a faculty was</p>	

	required, and their response was awaited. If this was considered routine maintenance then a faculty may not be required.	
<b>b.</b>	<b>Confidential Minute Update:</b>	
<b>7.</b>	<b>Mission:</b>	
<b>a.</b>	<b>Putting Rainham First Update:</b>	
	The group were due to meet this week and discuss the initial designs for the Millennium Centre. A measured survey had been carried out on the church and was due to be done in the churchyard. The community survey data had now all been received and the results of an initial analysis was due which NW would share with the PCC at the end of the week.	NW
<b>b.</b>	<b>Strategic Plan Review:</b>	
	NW shared the strategic plan that had been drawn up five years ago and a review of what had been achieved. This had been a helpful exercise and analysis showed that the church had started to grow pre-Covid but the pandemic had a serious impact on this. We were now in an interesting position of working out the 'what next' which went hand in hand with NW's thoughts about 'the great reset'. It was suggested that the plan be reviewed and republished, possibly within the APCM report, to the wider church. DO raised a question over homegroups and it was advised that due to the safeguarding guidelines, leaders would need to be both safer recruited and undergo leadership safeguarding training. The diary on the website was also mentioned as a key thing to keep up-to-date, as well as the desire for the quarterly day by day booklet to go to every house in the parish. There were lots of conversations to be had over the next few months.	
<b>8.</b>	<b>Fundraising Review:</b>	
	NW had met with Liz O'Hanlon (LOH) and it was looking likely that one of the funding bids for the Community Journalist would be successful – further news awaited.	
<b>9.</b>	<b>Correspondence:</b>	
i.	Living in Love & Faith Update from +Jonathan – Chapter were due to meet the following day where this would be discussed and again at Deanery Synod in June/July. In light of the recent decision of General Synod on the blessing of same-sex marriages it was likely that the PCC would be called to decide the stance of St Margaret's Church in due course, recognising that we would have different views within the congregation.	
<b>10.</b>	<b>AOB:</b>	
i.	'The Great Reset' follow up – NW proposed that the PCC and Staff Team should meet together to look at the strategic plan, what's happening now, priorities and moving forward. Some dates to be proposed and agreed. A quote from St Augustine was brought to mind: 'You should pray as though your work (strategy) is going to fail and work (strategize) as though your prayer is going to fail'.	NW/JW
ii.	Faculty in Churchyard – a 90-year-old parishioner had applied to reserve a plot in the churchyard. This was unanimously supported by the PCC.	
iii.	Baha'i Faith Group – this group had requested to hire the Millennium Centre for an event celebrating the Baha'i New Year. Historically they had hired the Centre for other events pre-2017. There was some discussion about this and it was agreed that, this time, the group would be able to hire the Hall on the basis that it was not for religious activity containing prayer, worship or reading of religious text and a further discussion would take place for PCC to look at a policy relating to hiring the premises to other faith groups. FOR: 10   AGAINST: 0   ABSTENTION: 2 NW to write to the group to advise the PCC decision.	NW
<b>11.</b>	<b>Items for News Sheet from this meeting:</b>	
	Ukrainian Church, quinquennial work on the South wall, Living in Love & Faith, extra meeting to review the 2019 strategic plan, consideration of a daytime Bible Study, desire to use/keep the Chapel as a prayer space	
<b>12.</b>	<b>Dates of Next Meetings:</b>	
	(all at 19:30)	

	Tuesday 21 March, Teams Wednesday 19 April, Millennium Centre <b>APCM - Sunday 23 April, 16:00, Millennium Centre</b> Tuesday 20 June, Millennium Centre (*change of date from 19 June due to Parish Meal) Tuesday 18 July, Millennium Centre Wednesday 20 September, Millennium Centre	
<b>13.</b>	<b>Closing Prayer:</b>	
	NW closed the meeting in prayer at 22:11	