

The Parish Church of St Margaret, Rainham
Parochial Church Council

Full meeting of the PCC on Tuesday 21st March 2023
via MS Teams, 19:30



Present: Hollie Allen (HA); 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); Owen Smith (OS) – Vice chair; Charley Whittaker (CW); Terry Whittaker (TW)

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

PCC MINUTES

Item	Details	Action
1.	Welcome and Opening Prayer:	
	OS chaired the meeting and opened in prayer.	
2.	Apologies:	
	These were received from Heather Baker (HB); Kayleigh Ward (KW); Revd Nathan Ward (NW) - Chair;	
3.	Minutes of the Meeting on 20 February 2023, additional Motion of 13 March 2023 and Matters Arising <i>(not already recorded on the Agenda):</i>	
	With a minor amendment to the wording of section 6.iii to clarify the meaning of 'low level' maintenance work, the minutes were agreed as an accurate representation of the meetings. All agreed.	
i.	Just Say Hello partnership with Acts435 proposal – carried forward to next meeting.	KW
ii.	Ukrainian Church update – carried forward to next meeting	NW
iii.	Abba update – as requested at the previous meeting, the updated Risk Assessment had been completed and Conor had investigated the details of Canon Law regarding non-religious events in Church and there was nothing that applied in this situation. The event itself was a great success and had been very well attended. There was lots of positive feedback and requests for something similar to happen again.	
iv.	Accessible Service update – this would be starting on Monday 24 April, and every fourth Monday thereafter, and would be aimed at those in the community with dementia or in supported living, following service plans set up by Julia Burton Jones. Invitations were to be issued shortly. JPJ had agreed to lead the first three, with support from TW and JGW.	
v.	JSH Community Larder – carried forward to the next meeting.	KW
vi.	Faculty Application for additional toilet – this had been submitted and would be reviewed by the DAC at their next meeting in April. Response awaited and costs to be revisited once the DAC decision was received.	
vii.	Harare – NG had emailed Revd. Kuwanda to arrange a Zoom meeting – date to be advised.	NG
viii.	Strategic Review/Reset – carried forward to next meeting	NW
4.	Safeguarding Update:	
	There were no new issues to report.	
5.	Finance Committee Update:	
i.	Policy for obtaining quotes from contractors – this would be looked into at the next meeting of the Finance Committee.	Finance Cttee
ii.	SH confirmed he had been added as an additional administrator on Bankline and reported that a grant had been received from the Church Estate Charity.	
iii.	February accounts – there were a few points to note: Income: <ul style="list-style-type: none"> • This was above the expected, mainly due to a one-off donation in January and 	

	<p>a large legacy in February, but even without these it would still be slightly over the expected budget.</p> <ul style="list-style-type: none"> Wedding fees, whilst on budget at this stage, continued to be down overall with only four weddings booked for 2023. There was some discussion about how weddings could be promoted and it was the PCC wish to explore some cost-effective, media advertising. <p>Expenditure:</p> <ul style="list-style-type: none"> February's Parish Share was due to be paid on 1 March. Clergy expenses would be reallocated once receipts received to clarify budget lines DBF fees from 2022 were included in costs of services Millennium Centre utilities were very high at £7k and were being investigated Some budget spends were close or slightly over budget, although it was noted for children and families that there was no budget line for income where money had come in to offset spend and this had been allocated into general donations instead A £5k contingency was to be added into next months' accounts (see confidential minute) 	NW
6.	Maintenance & Utilities Committee Update:	
	<p>The committee met today with some of the volunteers who had joined the group to help with simple maintenance tasks. This new team would start officially on 1 April, at the All Hands to the Pump day, headed up by Mick Penney and Ralph Willcox (both to be safer recruited).</p> <p>Rebuilding and repointing work on the South Wall was due to start on 17 April.</p> <p>Utilities – meter readings had been done for church and were due at the Millennium Centre. Ana Setton was to contact the broker about the contracts for the Millennium Centre.</p>	Ana/M&U Cttee
a.	Church Wall Update:	
	<p>TW reported that the Diocese had confirmed the 30-day notice period had been waived and therefore work could start immediately; contractors had been appointed by the architect. The Insurers had received the quotes and now appointed Loss Adjusters who were due to visit the following week meaning the work could not start until after their visit. There was a possibility that funding was available for some of the other work which Liz O'Hanlon was looking into and Ecclesiastical had indicated they also had grants available for work on listed buildings. TW/NW were to liaise with the local authority as to their preference for the road or the path work to start first.</p> <p>It was agreed that the community be informed when a start date was known. It was confirmed that we could provide the necessary utilities and space that was required for the work/tools needed.</p> <p>Thanks were given to all those involved in keeping on top of this issue.</p>	TW/NW
b.	Confidential Minute Update:	
7.	Mission:	
a.	Putting Rainham First Update:	
	<p>TW advised that the group were due to meet the following day with the architect. Three plans had been drafted regarding the Millennium Centre. Survey results had been codified but the analysis was delayed. It was agreed that these results would be important to ensure progress was in line with stakeholders and was crucial for funding.</p> <p>A survey of the church and churchyard was due imminently to obtain a 3D image of the inside, and to assist in mapping every grave. The internal carpets were to be taken up temporarily.</p>	
b.	Review of Millennium Centre Hiring Policy for faith groups – carried forward to next meeting	NW
8.	Fundraising Review: carried forward to next meeting	NW

9.	Correspondence:	
	An application had been completed by a parishioner to reserve a grave space in the Old Yard. A suitable plot had been located. TW proposed and JPJ seconded the proposal that PCC support the application. FOR: 14 AGAINST: 0 ABSTENTION: 0 Unanimously agreed.	
10.	AOB:	
	None to report.	
11.	Items for News Sheet from this meeting:	
	<ul style="list-style-type: none"> • Good news about the boundary wall • Consideration being given to an additional toilet 	
12.	Dates of Next Meetings:	
	APCM - Sunday 23 April, 16:00, Millennium Centre <i>*New Date & Time*</i> Thursday 18 May, Millennium Centre 20:00 (after the Ascension Day service) Tuesday 20 June, Millennium Centre 19:30 Tuesday 18 July, Millennium Centre 19:30 Wednesday 20 September, Millennium Centre 19:30	
13.	Closing Prayer:	
	JPJ closed the meeting in prayer at 20:46, finishing with the grace.	