

The Parish Church of St Margaret, Rainham
Parochial Church Council

Full meeting of the PCC on Tuesday 18 July 2023
19:30 in Church



Present: Hollie Allen (HA); Nigel Barfoot (NB); Lorna Dyer (LD); Philip Holdcroft (PH); Felicity Holton (FH); Revd Jonathan Jennings (JPJ); Davina O'Brien (DOB); David Ormiston (DO); 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.	Welcome and Opening Prayer:	
	JPJ opened the meeting in prayer.	
2.	Apologies:	
	These were received from Heather Baker (HB); Janet Garnons-Williams (JGW); Nick Grief (NG); Linda Randall (LR);	
3.	Minutes of the Meeting on 20 June 2023 and Matters Arising <i>(not already recorded on the Agenda):</i>	
	An amendment was made to the wording of section 5 to show that the initial £15.5k payment for the wall was made up from funds in the heritage and church repair funds. DOB then proposed and TW seconded the proposal that the minutes be agreed as an accurate record of the meeting – ALL IN FAVOUR.	
i.	Millennium Centre hiring policy for other faith groups – to be completed for the September meeting.	NW
ii.	Graveyard Trees – conversation and written follow-up with churchyard maintenance team. This was still to take place.	TW/NW
4.	Safeguarding Update:	
	NW reported that there had been three new referrals, of which one was passed to the Diocese and another to Adult Services. It was noted that there were currently more adult safeguarding referrals than children.	
5.	Finance Committee Update:	
	SH advised that, as expected, cashflow was the main issue and this would likely extend into the rest of the year. Income of £96k was anticipated for the rest of the year with £177k in expenditure, leaving an anticipated deficit of £80k. This was off-set by two grants that had been received - £30k from the Church Estate Charity and £8k from the Friends of Rainham Church. £7k was also to be moved from the savings account and it was noted that there was to be some further movement of funds from the Millennium Centre current account into the St Margaret's current account which had been incorrectly logged. 2024 would be a problem given the lack of income Millennium Centre. NW advised that there were some other issues which would impact finances: <ul style="list-style-type: none"> - a confidential item to come, under AOB (10.ii) - Public Health Medway had shown an interest in hiring space in the Millennium Centre - John Corley, the stained-glass artist, had submitted a £1k invoice for work completed on the covid memorial window. The DAC had objected to the design based on his capability in portraying the human form (which he had objected to). There was discussion around the legal versus moral standing of making any payment. NW proposed and JPJ seconded the proposal that, 'whilst the PCC had no strict obligation to pay, given the unfortunate situation, beyond our control, and in recognition of the work put into the design to date, £500 be offered as an ex-gratia payment'. 	

	<p style="text-align: center;">FOR: 9 AGAINST: 2 ABSTENTION: 1 Proposal carried.</p> <ul style="list-style-type: none"> - The budget for the PRF Project had accounted for architects, a project manager and quantity surveyor, and whilst designs and plans had been produced, it was important to note that when/if anything was implemented the lighting, sound and AV would need to be rejigged. The PRF committee therefore suggested it would be prudent to obtain a concept design to fully cost this – a company had been approached and estimated a cost of £2.6k exc. VAT (VAT would be recoverable when the work started). <p>In line with the Finance Committee edict regarding new contractors it was suggested that another quote also be obtained.</p> <p>The Finance Committee advised that there were four potential ways to secure funding:</p> <ol style="list-style-type: none"> 1. Take some money from the Reserves 2. Seek a 5-year loan from the Diocese 3. Take out a private loan against Childscroft Road 4. Remortgage Childscroft Road <p>NW advised that these additional issues would all be dealt with, at the end, under AOB.</p>	<p style="text-align: right;">NW</p> <p style="text-align: right;">NW</p> <p style="text-align: right;">NW</p>
6.	Maintenance & Utilities Committee Update:	
	<ul style="list-style-type: none"> - NW had taken on chairmanship of this committee and a meeting was being arranged during August. - The main issue was the Utilities - new quotes were being sought on a regular basis, and were due for renewal in October (Millennium Centre) and the gas in church in November. NW was in talks with a broker and other companies re. green gas etc. and would meet with the Finance Committee in early September to bring a proposal to the next meeting. - The Wall insurers maintained their position that the collapsed wall was not insured (whilst the policy covered storm damage it was hard to argue this was the cause of collapse; this raised questions about the advice received from the architects and builders previously). <p>Going forward there could be an option to hand over responsibility for the north section of the churchyard to the Council, or set a rolling maintenance budget into the church budget. Advice was being sought from the Diocese/DAC.</p>	<p style="text-align: right;">NW</p> <p style="text-align: right;">NW/ Finance ctte</p>
7.	Mission:	
a.	PRF Project – NW shared the preliminary plans for the Millennium Centre and Church, advising they were not yet finalised as the PRF committee still needed to iron out some issues before formally bringing them to PCC and then for consultation with the church congregation. It was noted that the Tufton Chapel was to be designed and kept as a sacred space for prayer and reflection (not for children’s groups). The PCC confirmed they were happy with the work done so far.	
a.	10:30 service - NW had circulated a document prior to the meeting with proposed developments for the 10:30 service; this was discussed in some detail. As a consequence, in addition to the document, it was agreed that: <ul style="list-style-type: none"> - The sung responses would be recorded beforehand by the choir, to provide a strong lead - The 6:30 would stay as is, given the changes to the 10:30, and remain informal but continue to develop - 252Kids would not stay for the first 20 minutes each week, but go straight to the Millennium Centre on weeks 2,3,4,5 with an All-Age service being introduced on week 1 where the children could be more involved - The liturgy to be reviewed and song selections to be changed for week 1 - The staff team to be engaged in how the new structure was to be implemented - The new structure to be reviewed in January 2024. 	
8.	Fundraising Review:	
	Moved forward to the September meeting.	NW
9.	Correspondence:	

	None received.	
10.	AOB:	
i.	PCC approved a trip to Canterbury Cathedral in September for the past confirmation class. Everyone was in favour of another confirmation class being run.	JPJ
ii.	JW, TW, CW, SH and HA were asked to leave the meeting due to a potential conflict of interest for the next item of AOB. Minutes for the balance of the meeting were taken by OS.	
11.	Items for News Sheet from this meeting:	
12.	Dates of Next Meetings:	
	Wednesday 20 September, Millennium Centre 19:30	
13.	Closing Prayer:	