

The Parish Church of St Margaret, Rainham
Parochial Church Council

Full meeting of the PCC on Thursday 29 February 2024
19:30 in Church



Present: Heather Baker (HB); Nigel Barfoot (NB); Lorna Dyer (LD); Janet Garnons-Williams (JGW); Nick Grief (NG); Philip Holdcroft (PH); Charley Holden(CH); Felicity Holton (FH); Davina O’Brien (DOB); David Ormiston (DO); Linda Randall (LR); Owen Smith (OS); Revd Nathan Ward (NW) - Chair

In Attendance: Sam Holden (SH) – Treasurer

PCC MINUTES

Item	Details	Action
1.	Welcome and Opening Prayer:	
	NW opened the meeting in prayer.	
2.	Apologies:	
	These were received from Hollie Allen (HA); Charley Holden (CH); Revd Jonathan Jennings (JPJ); Terry Whittaker (TW); and Jo Whittaker (JW). Sam Holden (SH) left after the finance item (5).	
3.	Minutes of the Meeting on 11 January 2024 and Matters Arising <i>(not already recorded on the Agenda):</i>	
	Minutes of the last meeting were agreed unanimously. JGW volunteered to take the minutes of the meeting in JW’s absence.	
i.	DO had written to Medway Council and prepared the relevant form to remove the self-sown yew tree. It was proposed that the form be submitted and a faculty applied for if required. Proposed DO Seconded DOB. Agreed unanimously	
4.	Safeguarding Update:	
	Two new adult issues had been raised and were likely to be ongoing. A discussion took place regarding the need for a date of birth on volunteer forms which had been proposed. It was agreed that there must be a declaration that the applicant was over 18 and that the legal requirements of including a date of birth would be checked, but otherwise all forms were agreed unanimously.	
5.	Finance Committee Update:	
	SH presented the current financial position: <ul style="list-style-type: none"> - There had been some issues with late payment of rent on Childscroft Road, but they had now been resolved. - Some adjustments regarding salaries were being made between the PCC and Acts Six on the advice of Companies House/the Charity Commission. - The budget for the Heritage Project for 2024 was £4k but this would be overspent as the lighting, which was expected to be done in the last financial year, has been carried forward to the amount of £2.6k plus VAT. The final accounts and report would be circulated to PCC for review shortly. A discussion took place regarding how to present the tied income account, so that church members could see that gifts that had made and grants we received were kept safely. This account was not included in our general accounts because it was fully restricted, but if Gift Aid is claimed it must be declared for the purposes of HMRC, as well as transparency for donors. Further consideration would be given to this.	
i.	<u>Parish Share/Fuse outstanding payments</u> – as previously agreed by PCC, some of the Parish Share had been held back because the Diocese had not paid for the Fuse event. The Diocese had disputed this but until the money reached our account, we would not pay the balance to them.	
6.	Fundraising Review:	
	Regular meetings were taking place with Liz O’Hanlon to reconcile applications with awards. We had received £9k for community journalism, £7k for the wall, £3.5k for the crypt and money from the Diocese for warm spaces.	

	<p>The grant for the crypt would fund the eastern part being cleared, coffins dealt with correctly and observations evidence gathered regarding the occupants of the coffins. There would also be some geophysical work done in the churchyard. All the work done would be carried out by experts in their field.</p> <p>The full church archives were also being reviewed and would be scanned before being returned to Medway Archives. It was a big undertaking but we aim to be able to tell who exactly was where in the churchyard.</p>	
7.	Millennium Centre/Acts Six Update:	
	<ul style="list-style-type: none"> • An issue had arisen over the employment of staff. Employment by two bodies was not illegal, but it was difficult to manage and ensuring employees were protected is difficult, so the situation was being reconsidered. • A lease between Acts Six and the PCC was needed and would be drafted shortly. • The PCN have had their own survey done to assess the rent and it was expected that they would share this with the company. • More issues relating to the Millennium Centre were coming to light, such as its failure to hold a licence to play music and the lack of maintenance of the windows, which had given an inflated picture of the profitability of the building. • It was agreed unanimously that a photographic schedule of condition be undertaken and attached to the lease, so there was a formal record for future reference. 	
8.	Maintenance & Utilities Update:	
	<p>One of the church boilers has had to be stripped down in order to restore the heating in church. A proposal that heaters be hired in if the heating in church fails and cannot be fixed within a reasonable time (as decided by the vicar and churchwardens) was agreed unanimously.</p>	
9.	Continued Discussion: What makes St Margaret's 'good' and Sunday Services	
	<p>The PCC returned to its discussion of what "good" looks like in relation to our services.</p> <ul style="list-style-type: none"> • The decision to split the 10:30 service was not implemented by NW as Alex had returned to play the organ at the following service which enabled a more balanced cohesion of styles of music. • The PCC affirmed this decision following a wide discussion where it was acknowledged that this cohesion was enabling the fusion that we were seeking to achieve. • TW and JW would take a lead on All age worship and were meeting NW regularly to "shape" this, but a team was needed to support them. • It was acknowledged that although we have new people coming to church, they were not volunteering yet, nor were we gaining enough income to pay more staff, so did not have capacity to undertake all of the basic work, especially in relation to funerals. All members were urged to try and build relationships within the congregation to encourage others to join in activities and to support the staff in prayer. 	
10.	Correspondence:	
	<p>There was none to report.</p>	
11.	AOB:	
	<p>Hollie Allen (HA), Owen Smith (OS) and Nigel Barfoot (NB) would be ending their terms on PCC at the APCM; Linda Randall (LR) was stepping down as Parish Safeguarding Officer; Sam Holden (SH) was resigning as treasurer; and there were vacancies on Deanery Synod. It was very important that we have the right people in place in these posts if we are to take the church forward, so prayer from the congregation was essential.</p>	
i.	<p>Rainham Precinct Day - The church had been offered the opportunity to have a table at this event on 12th April. HB and LR will follow up.</p>	
ii.	<p>It was agreed that an application would be made to Medway Council licencing authority for a premises licence to sell alcohol , rather than relying on temporary event licences</p>	

	In addition, that the Millennium Centre licence be transferred to Act Six and a faculty for events also be applied for. The Chancellor was in favour of this.	
12.	Items for News Sheet from this meeting:	
	None were highlighted.	
13.	Dates of Next Meetings:	
	Wednesday 20 March, 19:30 in the Millennium Centre (lower hall) Tuesday 16 April, 19:30 in Church APCM – Sunday 28 April, 16:00 in the Millennium Centre (Callaway Room upstairs)	
14.	Closing Prayer:	