

The Parish Church of St Margaret, Rainham
Parochial Church Council

Full meeting of the PCC on Wednesday 20 March 2024
19:30 in The Millennium Centre (lower hall)



Present: Janet Garnons-Williams (JGW); Nick Grief (NG); Philip Holdcroft (PH); Felicity Holton (FH); Davina O'Brien (DOB); David Ormiston (DO); Revd Nathan Ward (NW) - Chair; Terry Whittaker (TW)

In Attendance: Jo Whittaker (JW) – Secretary

PCC MINUTES

Item	Details	Action
1.	Welcome and Opening Prayer:	
	TW opened the meeting in prayer.	
2.	Apologies: Hollie Allen (HA); Heather Baker (HB); Nigel Barfoot (NB); Lorna Dyer (LD); Charley Holden (CH); Rev Jonathan Jennings (JPJ); Linda Randall (LR); Owen Smith (OS); Sam Holden (SH).	
3.	Minutes of the Meeting on 29 February 2024 and Matters Arising <i>(not already recorded on the Agenda):</i>	
	With some minor amendments, the minutes were proposed by DOB, seconded by DO, and agreed by all, as a true and accurate record of the meeting.	
i.	Rainham Precinct Day, 12 April – as nothing had been heard further on this it was assumed St Margaret's would not be involved.	
ii.	DO reported that he had received a response from the Council regarding the self-sown yew tree; permission was granted to remove it after 29 April subject to there being no complaints received.	
4.	Safeguarding Update:	
	<p>FH reported on behalf of the safeguarding committee:</p> <ul style="list-style-type: none"> • Safer recruitment of the Acts Six volunteers was currently a priority. • Digital ID (via an IDSP) was now an option to provide ID for DBS applications, however there was a cost involved of £4.50 plus VAT per person payable by parishes. <p>It was agreed not to adopt this as standard, however discretion was given to the Lead Recruiter to offer this if necessary and inform the treasurer of the incoming cost. This would be an exceptional cost against the budget for mission.</p> <ul style="list-style-type: none"> • Basic DBS checks – there were some roles that did not meet the criteria for an enhanced check e.g. someone administering home communion but if there was a perceived level of trust with that role then PCC could agree to a basic check. However, neither the Diocese nor thirtyone:eight process basic checks and these would need to be applied for by the applicant via the gov.uk website at a cost of £18 per check. <p>After some discussion PCC made the decision that they would prefer basic checks to be carried out and requested the safeguarding committee to identify the roles, based on a risk-based approach and brought to the next PCC. Consideration would then be given to means of payment. It was noted that this may cause a delay to the launch of all the new paperwork.</p> <p>There was a further request to the committee to review the historic categories of every safeguarding concern that had been reported to check for trends. Report to go to the next PCC meeting.</p> <p>NW reported that there had been a few new referrals that were being dealt with.</p>	<p>S/guarding Cttee</p> <p>S/guarding Cttee</p>
	Agenda items 6. Millennium Centre/Acts Six, 7. Maintenance & Utilities Update and 9. Blessing of Same Sex Couples were then dealt with before returning to 5. Finance and 8. Annual Report and Accounts	
5.	Millennium Centre/Acts Six Update:	

i.	<ul style="list-style-type: none"> Lease – this was still outstanding, but solicitors were involved for the PCC, Diocese (who hold the MCentre on trust for the PCC) and Acts Six. In the meantime no payments could be made to the PCC until the lease was formalised. Given the cashflow issues this caused and that there was an understating of the amount due to PCC from Acts Six, TW proposed and NG seconded the proposal that an invoice be issued to Acts Six at the end of March, for the first quarter, in keeping with the amount agreed in January 2024. FOR: 8 AGAINST: 0 ABSTENTION: 0 Proposal carried. It was reported that £7k had been paid earlier in the week for utilities (by Acts Six) and there was still some tidying up of accounts to do. Employment – this was touched on at the last PCC. Government advice was to not have joint employers which raised the question as to who the employer for Ana (as Church and Acts Six administrator) and the cleaners should be; both were currently employed by PCC, but their work was split between the two. It was agreed that the Finance Committee would meet with Acts Six and come back to PCC with a proposal. NW reported that the PCN were keen to extend the current arrangement and make this permanent. NW was due to meet with them the following week. Photographic Schedule of Condition – this had been done and paid for by Acts Six. The report was awaited, but there was a possible concern regarding damp. 	Finance Cttee Finance Cttee NW
6.	Maintenance & Utilities Update:	
	<p>NW reported that a quote had been received for gas in Church, based on the previous decision of the PCC for 100% renewable energy of 65p standing charge and 28p per kw/hour, from British Gas. This was for a three-year period and was a £1,314 saving over the term.</p> <p>It was likely that prices would continue to rise and given that the Finance Committee would be unable to meet for the next three weeks and the quote complied with the issue of sustainability then TW suggested that the quote be accepted.</p> <p>FOR: 8 AGAINST: 0 ABSTENTION: 0 Proposal carried.</p> <p>This would be reported against budget at the next meeting. It was also noted that as a matter of principle any future quotes should be taken to the Finance Committee first.</p>	
7.	Blessing of Same Sex Couples:	
	<p>NW had been asked recently by a couple whether the church would bless their marriage. To be able to do this there was a directive from General Synod and the Bishop for any parish to carry out a consultation guided by the PCC. After much discussion it was agreed that we would take a two-stage approach, firstly with the congregation and then a wider consultation with the community, to take place between Easter and Pentecost.</p> <p>NG shared some words from the Vatican’s Declaration on the Pastoral Meaning of Blessings, specifically concerning couples of the same sex. (para. 31-41). See link below.</p> <p>https://press.vatican.va/content/salastampa/it/bollettino/pubblico/2023/12/18/0901/01963.html#en</p>	NW
8.	Finance Committee Update:	
	<p>TW presented the February figures which were largely in accordance with budget. Feb income: £21,002 and expenditure: £25,429. The biggest shortfall was the lack of any rental payment by Acts Six and an invoice was to be raised (see item 5.i above).</p>	Finance Cttee
i.	<p>Consideration of presentation of tied income account to church members – a schedule had been circulated to PCC prior to the meeting. There were no questions.</p>	
9.	Annual Report & Accounts:	
	<p>NW presented the Report and Accounts to PCC and talked through the various additions to this year’s reports.</p> <p>Statutory Reports:</p>	

	<ul style="list-style-type: none"> Final Electoral Roll numbers would be known once the Roll closed at the start of April – currently 174 on the Roll. Acts Six Ltd and the CIO (charitable incorporated organisation) Hope into Action (HiA) to be included under Risk Management. To mention our substantive link with Harare To include an estimated monthly attendance for Monday and Thursday coffee mornings as well as the Tuesday Hub. JW and DOB to provide accordingly. <p>Financial Statements:</p> <ul style="list-style-type: none"> Titles/headers had been reformatted to avoid doubling up. Total income for 2023: £280,973; expenditure: £399,907; deficit: £118,929 £649,364 funds carried forward (assets) Related Trusts and Charities to include the Diocese of Rochester (re. Parish Share). Table for grants received to be detailed in a note to the accounts. <p>TW reported that SH and DOB had worked tirelessly on the accounts and these were now ready to be verified by the Independent Examiner. The PCC were in full agreement that these were a true and accurate record of the financial status and the accounts were to be submitted to the auditors (subject to the note regarding funders). NW would then add in the other bits to the statutory report and send to PCC ready for the next meeting when the whole document would be signed off in preparation for the APCM.</p> <p>Future Plans were not yet included in the report as it was anticipated that these would come from PCC. Each PCC member was asked to record two goals for the next 12 months as per the sheet circulated by NW and return to NW by the weekend; NW would then pull together the information and put this into some form of script.</p>	JW/DOB
10.	Correspondence:	
	None to report	
12.	AOB:	
i.	Accident in the churchyard – NW reported on an accident and the accident investigation that had taken place and the recommendations resulting from this. NW would circulate the report to PCC for debate at the next meeting on to how to implement the recommendations. It was noted that the Insurers and Health & Safety investigators were aware.	NW
ii.	JGW asked that consideration be given to the Eco Group becoming a sub-committee of the PCC – this was deferred to the next meeting.	JGW
13.	Items for News Sheet from this meeting:	
	No items mentioned.	
14.	Dates of Next Meetings:	
	Tuesday 16 April, 19:30 in Church APCM – Sunday 28 April, 16:00 in the Millennium Centre (Callaway Room upstairs)	
15.	Closing Prayer:	
	NW closed the meeting in prayer at 22:19	