

The Parish Church of St Margaret, Rainham
Parochial Church Council

Full meeting of the PCC on Thursday 27th March 2025
19:30 in Church



Present: Heather Baker (HB); Lorna Dyer (LD); Janet Garnons-Williams (JGW); Nick Grief (NG); Simon Hall (SH); Philip Holdcroft (PH); Felicity Holton (FH); Emi Inetianbor (EI); Revd Jonathan Jennings (JPJ) Jean Penney (JP); Revd Nathan Ward (NW); Terry Whittaker (TW)

In Attendance: Jo Whittaker (JW) – Secretary; Rob Schulz (RS)

PCC MINUTES

Item	Details	Action
1.	Welcome and Opening Act of Worship:	
	The meeting opened with the first part of Evening Prayer, led by JJ.	
2.	Apologies:	
	These were received from Charley Holden (CH); Dave Ormiston (DO); Linda Randall (LR)	
3.	Minutes of the Meeting on 27th February 2025:	
a.	<u>Approval</u> – with an amendment to section 4. about where prayer was happening within St Margaret’s, TW then proposed and JGW seconded that the minutes be accepted as a true and accurate record of the meeting. All in favour.	
b.	<u>Matters Arising</u> – none that weren’t recorded elsewhere in the minutes.	
4.	Safeguarding:	
i.	<u>Role profile pro formas and other amended documentation</u> – Having checked the template for the current forms, JP advised that they were the same forms recommended by the Church of England in their toolkit; PCC therefore accepted that these continue to be used. The Churchwarden role description had been circulated prior to the meeting for agreement. After some discussion JP proposed and JJ seconded the proposal that the role description be agreed with the addition of the following points: <ul style="list-style-type: none"> • That this was a statutory position • There was a duty to ensure divine worship took place • Churchwardens were the Bishop’s representatives FOR: 12 AGAINST: 0 ABSTENTION: 0 Proposal agreed unanimously.	
ii.	<u>Updated Action Plan and Dashboard</u> – JP presented the Dashboard with the amendments agreed at the last meeting, to include additional activities. It was noted that the Dashboard was designed to focus on primary church activities involving youth, children and vulnerable adults, therefore activities like Sunday bible readings were not included. Responsibility for recording these and other incidents would rest with the Safer Recruitment process and the MySentry system. NW proposed and JP seconded that the Safeguarding Action Plan (SAP) be approved by PCC. FOR: 12 AGAINST: 0 ABSTENTION: 0 Approval agreed unanimously. It was further noted that some areas of the SAP were still to be completed and work was ongoing to complete these and that a new Safeguarding Hub had been introduced by the Diocese - once this was fully rolled out, this would be assessed and a decision made as to whether we should swap across to this from My Sentry. Thanks were given to JP and the committee for their hard work.	S/guar- ding Cttee
iii.	<u>Photo, Filming and Live Streaming Policies</u> – the appointed lawyer was currently on holiday, it was hoped there would be something to present at the next meeting.	
5.	Church Overview:	
a.	<u>Attendance (services and groups)</u> – Small Groups were going well and there had been growth within these. It was important to keep publicising their existence and that they were open to more members.	

	<p>There had been a positive reaction to the Bible Reading notes and the new set were available from this weekend.</p> <p>NW had been in Mierscourt School all week and had noted that there were no Bibles in the classroom. It was suggested that NW speak to the head teacher and offer to provide a class set i.e. 15 bibles for use in lessons. There was money left in the pot for this.</p>	NW
b.	<p>Pastoral Services – challenges were ahead for two reasons:</p> <ul style="list-style-type: none"> • A reduction in ordained staff following JJ’s imminent retirement • PRF – wedding enquiries were coming in for 2027 and a decision would need to be made at next PCC as to when these would be ‘cut off’ due to the start of the project. 	NW
6.	Acts Six Lease:	
	<p>JGW confirmed she had followed up with the Diocese but had not yet received a response from them. It was noted that there was now a new director of housing and JGW would follow this up.</p>	JGW
7.	Mission Strategy:	
i.	<p>PRF Update:</p> <p>RS had been invited to be part of the PCC discussion and hear its feedback. The DAC consultation had taken place and formal feedback was awaited. The document presented to them had been shared with the PCC prior to the meeting. The Consultation Boards were ready to go to print the following day, subject to PCC agreement, and it was proposed that these be available from 4 April for the four weeks leading up to the APCM. Thanks were given to the PRF Committee for all their hard work in the journey to get to this place, which at times had been painful, emotional and thankless. There was positive feedback from PCC in the professionalism of the presentation and its accessibility, and everyone was encouraged and excited by it.</p> <p>There was a full and robust discussion about the various concepts and NW proposed and JJ seconded that the PCC agree the content of the consultation boards as submitted (subject to some minor typos being amended).</p> <p>FOR: 12 AGAINST: 0 ABSTENTIONS: 0 Proposal carried unanimously</p>	
ii.	<p>Review Objective Church Environmental Sustainability – Stage 3: Apply for Awards</p> <ul style="list-style-type: none"> ➤ FH advised that there were three awards that the Eco Church were applying for: <ul style="list-style-type: none"> i) Eco Church Silver Award, which could be applied for at any time ii) Green Flag Community Award, which was being worked on for application at the end of January 2026 iii) Wilder Kent Award, for application in January 2026. <p>Each award had its own unique aspects but also areas of cross-over, as well as having areas we were strong in or where additional work was needed.</p> <ul style="list-style-type: none"> ➤ There had been lots of progress since the surveys in summer 2024, including but not limited to: <ul style="list-style-type: none"> • the swift project – an expert had visited last week and two boxes were due to be installed at the Millennium Centre • planting of bluebells and wildflowers being started • the website sharing news from the Eco Hub • a new group, Kent Climateers, set up for older teenagers • various church groups being involved in different activities e.g. 252Kids and the Big Garden Bird Watch, recycling in the church building, craft materials used being non-plastic and recyclable, small groups following the Lent course devised by the ‘Green Christian’ <p>Thanks were given to FH and the eco-church group for their hard work.</p> <p>It was further noted that Kayleigh Ward had been appointed as the Diocesan Net Zero Advisor and due to PRF there may be a conflict of interest. Therefore, any correspondence or specific questions relating to St Margaret’s should go via Cat</p>	

	Jamieson (the Net Zero Project Manager). NW would email the Diocesan Secretary and the Project Manager to inform them of this.	NW
iii.	Review Objective Tafara Partnership – 4: Explore an ‘exchange’ visit whilst considering the environmental impact ➤ A delegation from St Margaret’s would be visiting our link parish in June 2025.	
8.	Finance:	
	<u>Position against budget, including unusual or unexpected expenditure</u> – documents had been circulated prior to the meeting. Income was lower than expected due to the current non-payment of rent from the tenants. Instructions regarding the appointment of a letting agent were being finalised and TW, as head of the Finance Committee, would be the contact for the agent. Expenditure was below budget for February. There were a few bits of ‘housekeeping’ to carry out where amounts had been posted to wrong accounts but overall, there were no concerns.	
i.	<u>PRF Financing (8.b)</u> – a letter had been written to the Church Estates Charity (CET) and whilst a positive verbal response had been received, their formal agreement was awaited.	
ii.	<u>Parish Giving Scheme (PGS)</u> – the paperwork had been signed and sent to the Diocese. The launch had previously been agreed for 11 May; TW and DOB had met with Liz Mullins (LM) last week to work through this. More detail would be provided at the next PCC meeting. It was proposed that LM would speak at both the 8.30am and the 10.30am services.	
9.	Health and Safety:	
	JP had met with Martin Helmore (MH) and they were putting together an action plan from the 2022 documents.	JP/MH
10.	Maintenance:	
i.	<u>Meeting with Gary Williams and Mick Penney</u> – SH had spoken to Gary and NW to arrange a meeting; Mick was still to be contacted. This was to include the Eco team with regards to the churchyard.	
11.	Correspondence (if any):	
	NW had received a letter from someone who had tripped in a hole in the churchyard and bruised themselves. This had been passed to the Churchwardens.	SH/LR
12.	AOB (to be notified to the Chair prior to the meeting):	
i.	<u>VE Day 80:</u> Church path/Lights of Peace – FH put forward a proposal that in commemoration of the VE Day 80 th anniversary on 8 May, 80 solar lamps (cost of £1 each) be set up to line the church path to make a ‘path of peace’. This would link in to opening up the churchyard as well as the ‘pray more’ objective, with a possible cost recovery by the lamps being bought back afterwards. After some discussion it was agreed that a £100 budget be provided and FH would produce a plan as to what should happen with the lights afterwards. FH proposed and NG seconded this proposal. FOR: 12 AGAINST: 0 ABSTENTION: 0 Proposal carried unanimously.	FH
ii.	<u>APCM Annual Report & Accounts:</u> these were to be circulated to PCC for agreement and then signed off at the next meeting.	NW
13.	Dates of Next Meeting:	
	Thursdays at 19:30 in Church: 24 th April (APCM – Tuesday 29 th April, 19:00 in church) 22 nd May Wednesday 25 th June, in the Millennium Centre 24 th July	
13.	Closing Act of Worship:	
	The meeting closed at 21:45 with JJ leading the final part of Evening Prayer.	