



ST. MARGARET'S

R A I N H A M

Agendas for the Annual Vestry Meeting and the Annual Parochial Church Meeting

Tuesday, 29th April 2025
starting at 19:00 in Church

(1) Opening Prayer

1. Appointment of a clerk to the meetings

(2) Annual Vestry Meeting of Parishioners for the Choosing of Two Churchwardens

1. Minutes of the Meeting held on 28th April 2024
2. Matters Arising
3. Election of Churchwardens

(3) The Annual Parochial Church Meeting of St Margaret's Electoral Roll Members

1. Apologies for Absence and Minutes of the APCM held on 28th April 2024
2. Matters Arising
3. Election of PCC Members
4. Decision for Licensed Lay Ministers to be on PCC
5. Annual Report, to include
 - Report on the numbers entered on the new Electoral Roll
 - PCC activities, including safeguarding
 - Fabric report
 - Deanery report
6. Presentation of the Financial Statements for the year ended 31 December 2024
7. Appointment of Independent Examiner for 2025
8. Putting Rainham First
9. AOB (*to be notified to the Chair by noon on 27th April 2025*)
10. Closing Prayer



ST. MARGARET'S

R A I N H A M

Minutes of the Annual Vestry Meeting and the Annual Parochial Church Meeting

held on Sunday, 28th April 2024
at 16:00 in the Millennium Centre

(1) Opening Prayer

Revd Nathan Ward (NW) welcomed everyone to the meetings and opened with a time of prayer.

1. Appointment of a clerk to the meetings

NW proposed that Jo Whittaker (JW) be appointed as clerk to the meetings – all in favour.

(2) Annual Vestry Meeting of Parishioners for the Choosing of Two Churchwardens

1. Election of Churchwardens

There had been two qualifying nominations submitted for the role of Churchwarden:

Linda Randall and **Simon Hall**.

Simon briefly introduced himself for the benefit of those who didn't know him.

A vote was taken separately to approve the appointment of Linda and Simon.

FOR: 42 | AGAINST: 0 | ABSTENTION: 1 Appointment of Churchwardens approved.

There were no other questions, and the Annual Vestry Meeting was brought to a close at 16:10.

(3) The Annual Parochial Church Meeting of St Margaret's Electoral Roll Members

1. Apologies for Absence and Minutes of the APCM held on 23rd April 2023

Apologies were received from Kay Jarvis, Lesley Harrison, Caroline & Stuart Read and Conor Whittaker.

No amendments were received to last year's minutes, and a vote was taken to approve these as a true and accurate record of the meeting.

FOR: 42 | AGAINST: 0 | ABSTENTION: 3 Minutes were approved

2. Matters Arising

There were two matters arising relating to Nathan's address under section 7.1 and 7.2. Dr Russ Parker had not yet visited as he was currently working in the USA. Bob Jackson did come; he spent a week in the parish and met with the PCC. He had provided some feedback from his visit which had gone to the PRF team. It was noted that nothing had yet been enacted from this report.

3. Election of Deanery Synod and PCC Members

There were two nominations to Deanery Synod to fill the two vacancies from last year; these would be for a two-year term:

Lorna Dyer and **Janet Garnons-Williams**

Votes were taken separately to approve the appointments of Lorna and Janet to Deanery Synod.

FOR: 44 | AGAINST: 0 | ABSTENTION: 1 Deanery Synod members appointed.

There were four vacancies on PCC, each for a three-year term. Two nominations had been received:

Emi Inetianbor and **Jean Penney** (who was on holiday)

Votes were taken separately to approve the appointments of Emi and Jean to PCC.

FOR: 44 | AGAINST: 0 | ABSTENTION: 1 PCC members appointed.

4. Annual Report

There were several questions raised:

i) *Was there a reason for the reduction in number of marriages for 2023 (page 7)?*

It was suggested that this was likely to be related to cost due to coming out of Covid and straight into a cost of living of living crisis, however since offering the new wedding package with the Millennium Centre as a venue, numbers had started to pick up.

ii) *Putting Rainham First, stage 2 (page 14) – when would church members be involved given that Statements of Need and Significance would be required for DAC approval?*

Advice had been given that consultation with the congregation and wider community could not take place until after the DAC had agreed the concept plans. A wider consultation would then take place.

iii) *Attendance figures for community groups (pages 7/8).*

It was noted that these were monthly figures per group and not per session.

iv) *Organisational Chart (page 19) – what was Hope into Action (HiA) and why was it also mentioned as a charity?*

HiA West Kent and Medway was set up as a CIO two years ago but, due to a backlog, the registration didn't happen until September 2023. The set up was for local churches to come together to work with HiA in providing accommodation and supporting the homeless, and the West Kent and Medway arm was an umbrella under which those local churches could operate. It had its own trustees (made up from Rochester and

Canterbury dioceses) and Bishop Simon was also engaged with the project. The only role for St Margarets was that the PCC had the power to appoint and remove trustees. Its liabilities sat completely separate from the PCC so there was no risk to St Margaret's in its operation. Janet Garnons-Williams gave a brief insight into the current position of this charity recognising that this was for interest only.

v) *Putting Rainham First (page 14) – what did identifying spaces in the churchyard mean?*

A ground penetrating radar survey had been completed on areas of the churchyard where there was uncertainty as to whether there had been any burials due to a lack of records and headstones. This had highlighted a 90% likelihood that there had been burials in those places and also identified a couple of available spaces for burial. A second piece of work was also being carried out looking at graves where there was some available burial space and identifying whether these plots had headstones or not. This was also helping in identifying other possible space for interments of ashes as the Garden of Remembrances was almost full.

vi) *Communication (page 15) – whilst everything was noted and agreed, a request was made for PCC minutes to be made more widely available to the congregation. It was agreed that this would happen going forward.*

There was also some discussion regarding the Day-by-Day Booklet with information often being incorrect or being changed last minute. It was noted that some work was being done to include prayers for church and community groups within the booklet; it was suggested that descriptions of the various groups and what they were also be included. The overarching aim was for the Day-by-Day booklet to contain information that didn't change but there were times that this was unavoidable. On those occasions, the weekly news sheet would contain the amended information.

It was also requested that the News Sheet be updated more regularly as it often contained the same information week on week, and to ensure that church events and activities were included, as well as the non-Church events.

5. Presentation of the Financial Statements for the year ended 31 December 2023

There were a few questions raised on this report:

i. *Page 28 – what did the various 'unrestricted', 'designated' and 'restricted' headings mean?*

Sam Holden (treasurer) advised that definitions were included on pages 31/32 and the majority of the 'designated' fund related mainly to depreciation of properties.

ii. *Gross transfer between funds (page 28) related to a correction from last year's accounts.*

iii. *'Expenditure on charitable activities' (page 28), an amount of £282,869 – in summary this related to church running costs and it was proposed that this wording be included in next year's report to make it more understandable.*

iv. *Donations and Legacies (page 33) – the Gift Aid amount of £24,781 seemed disproportionate to the Gift Aid donations.* It was noted that there had been a significant gift during the year and Gift Aid had also been claimed on this.

v. *Events Income & Expenditure (pages 33/34) – this appeared to show a low profit level.* There was an accumulation of stock as an asset which would be a significant benefit to the 2024 accounts. On average each event was making £1.5k profit.

6. Appointment of Independent Examiner for 2024

Terry Whittaker (Chair of Finance Committee) recommended the appointment of Beak Kemmenoe as Independent Examiner for 2024 and a vote was taken.

FOR: 45 | AGAINST: 0 | ABSTENTION: 0 Beak Kemmenoe appointed as Independent Examiner.

7. Address by Revd Nathan Ward, Vicar

NW had set out clearly with the PCC the key objectives for 2024, with three main strands being to love more, pray more and read the Bible more. This wasn't to say that these weren't already happening, but it was important to form, post Covid, a community that permeated these qualities, so that all our meetings, transactions, interactions had these at the core. We needed to encourage loving, praying and reading the Bible more in our communities and gatherings to move forwards as a very diverse church; whilst this was our biggest strength it could also be construed as a weak spot. It would be an exciting journey, part of which was the Putting Rainham First Project (PRF) which was being headed up by Rob & Vicky Schulz.

Rob and Vicky then introduced themselves and spoke briefly about the project in general and then in a little more detail about some of the revelations they had identified from looking at archives, e.g. that Rainham church was in situ and operating from as early as 1067. They recognised there were many other people, both current and previous, who had undertaken work on the history of the church and who had stories to tell, and they were keen to engage with all of those people to try and establish our story.

Revd Jonathan Jennings then shared that after 39 years in ministry he had made the decision to retire after Easter 2025. Whilst it was very early to be sharing this news, he was mindful of all that would be happening in the next 12 months and the planning that would be required. Jonathan identified that he would need to be away from St Margaret's for 6 months after his retirement. He commended Nathan and reminded us of how successful the church was in relation to what was going on generally in the Church of England.

Nathan thanked Jonathan for his 39 years of service in many different guises. It had been good to work with and alongside him for the last few years, and he looked forward to the year ahead.

8. AOB

i. A question was asked about how the contract was working out with the PCN and the Millennium Centre. It was reported that the PCN were keen to extend their contract for another 3-5 years, however there was still work to be done on the centre, e.g. the windows.

ii. Nathan then advised that terms of office had come to an end for Davina O'Brien as Church Warden – thanks were extended for all her hard work over the last few years in various roles; she had been a rock to Nathan as well as the PCC.

Sam Holden was stepping down as treasurer due to numerous exams coming up. Thanks were given for all his help in navigating some 'choppy waters' over the last couple of years and making the finances work. We wished him well.

9. Closing Prayer

Jonathan closed the meeting in prayer at 17.12 and this was followed by tea and cake.