The Parish Church of St Margaret, Rainham
Parochial Church Council
Full meeting of the PCC on Thursday 26th February 2026
19:30 in Church

ST. MARGARET'S
RAINHAM

Present: Lorna Dyer (LD); Janet Garnons-Williams (JGW); Nick Grief (NG); Simon Hall (SH); Davina O'Brien (DOB) – Treasurer; David Ormiston (DO); Jean Penney (JP); Linda Randall (LR); Barbara Strachan (BS); Revd Nathan Ward (NW)

PCC MINUTES

Item	Details	Action
1.	**Welcome and Opening Act of Worship:**	
	Night Prayer was said.	
2.	**Apologies:**	
	These were received from Terry Whittaker (TW); Jo Whittaker (JW); and Emi Inetianbor (EI)	
3.	**Minutes of the Meeting on 22nd January 2026:**	
a.	Approval – proposed by NG and seconded by DO, the minutes were approved by all.	
b.	Matters Arising *(not included elsewhere):*	
i.	Acts Six Lease Update – JGW had received an update today and PCC solicitors had chased Acts Six solicitors twice, without a response. A three-way meeting to be set up with DBF solicitors as well.	**NW/JGW**
ii.	Change of trust terms – JGW had received an email with a response from the Charity Commission who had asked some questions. JGW will pick this up.	**JGW**
iii.	Energy Footprint submission – DOB to pass NW the Gas and Electric who will then submit.	**DOB/NW**
iv.	Baby Loss Memorial Sculpture – NW proposed and JGW seconded that we move forward with the project. Agreed unanimously.	**NW**
v.	Memorial Book in the chapel – this was not in Ana's job description, but she has agreed to do this regularly.	
4.	**Safeguarding Dashboard:**	
	JP provided an update. Currently seven safeguarding cases were open. Volunteer handbook was being updated. Non-DBS application form and DBS form had been updated. Young helpers and young leaders' application form was being updated. Written agreement had been produced online with the Diocese. Young Persons Group paperwork was approved unanimously. LF and Ray Holton were starting to audit the teams this month to check against safer recruitment records. JP and LF to review safeguarding dashboard before the next PCC.	
5.	**Finance:**	
a.	Position against budget, including unusual or unexpected expenditure – DOB reported that we were against budget. We had received the second half of Ellen Stringers legacy. A question had been asked by the executor to see if it would be used for a specific thing in memorial of Ellen. A discussion took place and this would be picked up at the next meeting. Financial report had been concluded for 2025 and would be reported on next time.	
6.	**Policies:**	
a.	Alcohol policy – the church was now fully licensed, so this needed taking out of the policy. Paragraph 2.2 needed to reference 2.1 for clarity. Policy approved with those changes.	**JW**
b.	Contract of employment & self-certificate for absence – these were approved.	
c.	Church policy on policies – there was one change - policies would normally include a consultation with those who were affected. Approved.	**JW**

d.	Policy Ownership proposal – one change was that the Privacy Notice and Cookies move to the GDPR officer. Approved.	**JW**
7.	**Church Overview:**	
i.	Basic Theology Course – update was given and also talked about a weekend on the Book of Revelation which would take place in the Autumn.	
a.	Staffing – contract with the Diocese was approved. Strategy for the post as outlined in TW's paper was approved. Conversation was had regarding all staffing posts and will continue next meeting following financial review.	
b.	Quinquennial Report – discussion was had and will continue once the QS had costed the work, which would be done by 7th March. JP stated that some of the outstanding work from the previous inspection had not been completed and wasn't in the new report – old recommendations still needed to be completed.	
8.	**PRF Update:**	
	Update was given regarding timescales.	
9.	**Health and Safety:**	
i.	Fire Risk Assessment – this had now been completed. The date needed to be changed on the Risk Assessment as it was a year out – NW to contact them. Fire Management Plan following which the PCC would create a Fire Policy. DO mentioned how the PCC should develop contingencies for other incidents that may occur from things other than fire. NW to discuss with staff team and report to next PCC.	**NW**
10.	**Maintenance:**	
	New flagpole was delayed due to issues removing it. New door for top of tower in progress. Tree Officer visited the churchyard and gave advice regarding pruning of trees and needing permission. A discussion was had regarding the water leak. Motion to apply for faculty for insurance company to undertake track and trace – approved unanimously.	
11.	**Correspondence** *(if any):*	
	Kent Messenger contacted regarding an article on Living in Love and Faith. NW responded and circulated the response prior to publication to the PCC and staff team.	
12.	**AOB** *(to be notified to the Chair prior to the meeting):*	
a.	Standing Committee decisions (if any): None	
b.	A suggestion to show the film 'I swear' at St Margaret's – PCC stated it was fully compatible with Christian ethos and voted unanimously to screen it in church.	
c.	Celebrating Carl's 50th birthday - discussion was had about how to mark Carl's birthday which was on Monday 27th Jul. Decision was made for a small group to take him for lunch/dinner on his birthday and have a birthday cake on the 26th July.	
13.	**Dates of Next Meeting:**	
	All meetings at 19:30 in Church: Thursday 19th March Thursday 16th April *(*note change of date from 23rd*)* APCM – Tuesday 28th April Thursday 21st May *(*note change from usual pattern*)* Thursday 25th June Thursday 23rd July	
14.	**Closing Act of Worship:**	
	NW led the closing act of worship.	