The Parish Church of St Margaret, Rainham
Parochial Church Council
Full meeting of the PCC on Thursday 21st May 2026
19:30 in Church

Present: Nathan Caws (NC); Lorna Dyer (LD); Simon Hall (SH); Carly Marinelli (CM); David Ormiston (DO); Jean Penney (JP); Linda Randall (LR); Revd Nathan Ward (NW); Caroline Webster (CW); Jo Whittaker (JW); Terry Whittaker (TW)

In attendance: Lianne Falkingham (LF) - PSO

PCC MINUTES

Item	Details	Action
1.	**Welcome and Opening Act of Worship:**	
	NW welcomed everyone to the meeting, explaining that this would be a slightly different format to usual to allow for a presentation/induction. The meeting then opened with Compline.	
2.	**Apologies:**	
	These were received from Debbie Ambler (DA); Emi Inetianbor (EI); Davina O'Brien (DOB) – Treasurer; Barbara Strachan (BS).	
3.	**Welcome to PCC:**	
	NW gave a presentation to provide a bigger picture of the Church of England, the diocese (Rochester), local churches (deanery), the parish (Rainham) and what a PCC is, how it works and its function. A printout of the presentation was provided.	
4.	**Signing of Forms and Appointment of Officers:**	
	PCC member trustee eligibility and HMRC fit and proper persons declarations were signed by all those in attendance. Officers were then appointed/approved as follows: • PCC Chair – NW • PCC Vice Chair – TW • PCC Treasurer – DOB • PCC Secretary – JW • Electoral Roll Officer – JW • PSO – LF • DBS Administrator – Ray Holton • Gift Aid Secretary – DOB • GDPR Officer – JP • Health & Safety Officer – NW (to be reviewed in 6 months, with a view to passing this over) • Sidespeople – all PCC members • Independent examiner – Beak Kemmenoe (appointed at APCM) • Acts Six Directors – NW, TW, DOB, Nigel Barfoot Sub-Committees: • Standing Committee – NW, SH, JP, BS and DA • Finance – CW (chair), DOB, DO • Maintenance – SH (chair), NC, Mick Penney, Gary Williams, Felicity Holton (eco rep) • Safeguarding – JP (chair), LF, JW, Ray Holton, Felicity Holton, Heather Baker • HR – JGW (chair), others to be recruited from congregation, particularly those with HR qualifications • PRF – Rob & Vicky Schulz (chair), NW, LD, the architect, the quantity surveyor, an external consultant • Eco Church – Felicity Holton (chair), BS, Janet GW, Kayleigh Ward plus	

5.	**Minutes of the Meeting on 16th April 2026:**	
a.	Approval – these were approved as a true record of the last meeting.	
b.	Matters Arising *(not included elsewhere):*	
i.	Acts Six Lease Update - TW reported that this was still with the diocese. Their lawyers had provided partial feedback and had been given 48 hours to respond fully.	**TW**
ii.	Change of trust terms – holding item, to be followed up once the Acts Six Lease was finalised.	
iii.	Energy Footprint submission – all papers had been gathered and submission would be made next week.	**NW**
iv.	Interments – a design for the vault had been received. NW would circulate for discussion at the next meeting.	**NW**
6.	**Safeguarding Dashboard:**	
	LF reported that there were 13 open cases: high category – one (historic); medium category – two (one historic, one current); low category - ten	
7.	**Finance:**	
a.	Position against budget, including unusual or unexpected – Income was slightly less than expected, and expenditure was okay in terms of the overall budget. However, there had been a significant unbudgeted cost for the fire risk assessment, and there would be a shortfall in meeting drainage costs of £17.5k (estimated based on current knowledge). This was due to be paid in three weeks. It was suggested that some of this would be drawn from the reserves, the Friends of Rainham Church be approached for a contribution, and some monies for completed projects be used from the tied account. It was explained that reserves currently stood at £52k approx. and only £27k of this was needed, noting that the reserve required would increase when the children and families worker was appointed.	
i.	Staff Costs query (from last meeting) – TW explained that the anomaly arose from the timing of reimbursement of PCC by Acts 6 in respect of Ana's salary.	
8.	**Correspondence:**	
	None received.	
9.	**AOB** *(to be notified to the Chair prior to the meeting):*	
a.	Standing Committee decisions (if any): Appointment of Standing Committee members at APCM noted above (para 4.)	
b.	Sound Quality for 10:30 service online – it was noted that there had been some problems with the online sound. NW to speak to Chris Banner to see how we could ensure this remained constant. A query was raised about the microphones for the choir.	**NW**
c.	Men's Breakfast – there was a proposed outing for the group on the Bluebell Line Railway which might be opened to the parish generally. It was noted that any activity only became an activity of the church with PCC agreement, and therefore covered under church insurance. A risk assessment was still to be carried out. PCC agreed the outing, subject to the risk assessment being completed and signed off by the Standing Committee. **Agreed unanimously.**	
d.	Church Boilers – a third quote had been received for approx. £1.6k. NW proposed and TW seconded that approval be given for expenditure up to £2k to repair the boilers. **Agreed unanimously.**	
10.	**Dates of Next Meeting:**	
	All meetings at 19:30 in Church: Thursday 25th June Thursday 23rd July Thursday 24th September Thursday 22nd October Thursday 26th November	
11.	**Closing Act of Worship:**	
	The meeting closed with Compline at 21.40	