

# CROMER PAROCHIAL CHURCH COUNCIL

Minutes of a meeting of the Parochial Church Council held on 27 February 2020 at St Martin's.

## Those present:

Revd W Warren	Mr S Fenn	Mrs J Austin
Mr D Loades	Mr D Masters	Mr B Wigg
Mrs M Howard	Miss A Cottingham	Mr D Orsborne
Mr D Anderson	Dr R Beare	Dr P Beazley
Mr P Bennett	Mrs J Boyle	Ms A Coghlan
Mr N Dawson	Mr R Loten	Mrs S Morter
Mr T Morton	Mrs A Orsborne	Mrs M Pallister
Mr J Platten	Mr S Purslow	

## 1. WELCOME AND APOLOGIES

The meeting was chaired by Revd Will Warren. Apologies were received from Revd J Hodgkinson, Mr J Hodgkinson, Mr R Hopkins and Miss S Wells.

## 2. OPENING WORSHIP

Prayer and sung worship were led by Revd Will Warren and Simon Purslow. The reading was from Zechariah, Chapter 4.

- a) Sometimes, in church life, things can be hard-going. Zechariah was writing to encourage the returning exiles to rebuild the Temple, because they felt they were making slow progress and were discouraged.
- b) "Not by might nor by power, but by my Spirit," says the Lord Almighty" (verse 6): God's work is done by His Holy Spirit. We need to remember that the Holy Spirit is at work in our church.
- c) "Who dares despise the day of small things" (verse 10): God's work is often seen in small things. Don't despise it, even if it isn't spectacular or speedy. Remember the Parable of the Mustard Seed. Nothing we do is insignificant if God is behind it. We should celebrate the little victories, e.g. Christianity Explored, the Beach Party, new faces in church, because God is at work.

### Discussion

- a) What was the difference between despising and despairing? Despising was when we failed to acknowledge what God had done. It was possible to despair of a situation but not despise it because you could see God at work. It came down to attitude of the heart.
- b) It was despair to think that God only worked in small things.
- c) In God's world there were always many things happening unseen.
- d) Things don't succeed when we do them in our own strength because we think God isn't at work.
- e) Foundational work has been going on in churches for years, e.g. the two old ladies

who prayed faithfully for a revival which eventually happened.

- f) Trusting God in difficult times grows our faith.

### **Opening Business**

#### **3. DECLARATIONS OF INTERESTS NOT PREVIOUSLY RECORDED**

None.

#### **5. MINUTES OF THE MEETING OF 27 JANUARY 2020**

A communication had been received from Roger Hopkins, requesting an amendment. Therefore, the minutes of the meeting of 27 January 2020 were agreed as a correct record, after the following amendment (in italics), which was **AGREED** after discussion by PCC:

Budget 2020 (a) (iii) to read: Simon Purslow said that we had acted on Diocesan advice regarding the Clarke Fund. *Roger Hopkins believed that the Diocese might have an interest in Funds being classified as Designated as they could be re-designated to cover general expenditure and as a result, he was concerned that such advice might not be relied on.* Simon suggested that the Treasurer might show Roger the correspondence with the Diocese.

#### **6. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA**

None.

#### **7. TO RECEIVE THE MINUTES OF THE STANDING AND FINANCE COMMITTEE OF 10 FEBRUARY 2020**

The minutes of the Standing and Finance Committee of 10 February 2020 were received. The following matters were arising:

##### **Recommendation regarding sound system for St Martin's:**

- i. A report had been written by Dave Walker. It had been to FLT, then S & F who had supported the recommendation.
- ii. David Anderson expressed concern about the cost. Simon Purslow explained that the 3 firms who had been asked to quote were all recommended by the Diocese. There was a significant difference between the quote from Expression Media and B & H, who would use their own electrician. The project had been through the proper process and Dave Walker had been very thorough.
- iii. In response to a query about compatibility with Song Pro, Sarah Morter advised that Dave Walker operated this software at St Martin's and would not have chosen an incompatible system.
- iv. Nathanael Dawson said that, although equipment could be bought more cheaply – as suggested by David Anderson – it tended not to represent good value. The proposal presented to PCC would future-proof the site.
- v. Responding to a question from Ray Loten about the cost of the electrical work if we chose Expression Media, Simon Purslow said it involved installation of 2 additional sockets which would cost £300 - £350 if installed by a local contractor.

vi. The Treasurer congratulated Dave Walker on his work.

It was **AGREED that Expression Media Ltd be selected as chosen contractor at a cost of £9,109.20 including VAT.** Although their proposal did not include the necessary electrical work, we could employ one of our local contractors to make the necessary installation.

### **Church Life and Growth (Action Plan, All)**

Revd Will Warren advised that Matthew McDade from the DAC was unable to attend the meeting to help us explore possibilities in the Parish Church. It was hoped to have him with us at the meeting of 20 June.

### **8. PROTOCOL OF GOOD CONDUCT**

- a) CPAS advised PCCs to adopt a code of good conduct. The version under consideration tonight was based on the CPAS model code.
- b) It was **AGREED to adopt the Code.**

The PCC Secretary advised members that, now the Code had been adopted, she would no longer send out, on behalf of individuals, papers or supporting documents that had not been to S & F. Such documents must now be submitted to the incumbent and Lay Vice Chair.

### **9. ASSOCIATE MINISTER JOB DESCRIPTION AND PROFILE**

PCC discussed the documents:

- a) In response to a question from Brian Wigg about the EA affirmation, Revd Will Warren explained that, for our own sake, we needed to be clear about our position on human sexuality and same sex marriage. The EA affirmation was the best statement to do this.
- b) Legally we were allowed to make it a requirement that a candidate's lifestyle should match the requirements of the role.
- c) Sarah Morter said that if we were going to use the EA affirmation, we should become members of EA. It was **AGREED that we should become members.**
- d) The documents should avoid talking about St Martin's as if it was a separate church. Reference should be made instead to St Martin's congregation, Parish Church congregation etc.
- e) The required skills should be made more explicit.
- f) Revd Will Warren would discuss with the Diocese about advertising of the post. It was likely it would include the Church Times, the Diocesan website and other sites including our own.
- g) Archdeacon Ian was keen to move forward with the post. It was hoped to advertise within the next couple of months. Curates tended to finish in July. If we were too late in advertising, we could miss this opportunity. It would be good to have someone in post as soon as possible because we were paying the full Parish Share.
- h) Housing was an issue. 18 Vicarage Rd was being held for a curate in summer 2021. The Diocese paid for housing, but members were asked to notify Revd Will Warren of any suitable 4 bedroomed properties for sale in the Suffield Park area.
- i) The Associate Minister appointment was an exciting opportunity and a vote of confidence from the Diocese.

- j) The interview panel was likely to comprise Revd Will Warren, the Rural Dean and representatives from the benefice. It would be chaired by Bishop Jonathan or Archdeacon Ian.
- k) Members were asked to pray about the appointment.
- l) An announcement could be made to the church family after Revd Will Warren had spoken to Bishop Jonathan.

PCC members were asked to approve the Job Description and Profile, which had also been seen by relevant members of the St Martin's congregation.

It was **AGREED to approve the Associate Minister Job Description and Profile.**

## **10. APCM TIMETABLE**

The APCM timetable detailed the key actions leading up to the Annual Meeting, to ensure that they were carried out in a timely manner.

It was **AGREED to approve the APCM Timetable 2020.**

## **11. FINANCE UPDATE**

- a) The 2019 Final Accounts had been sent to the Independent Examiner on 14 February. He had promised to have them ready by Friday 06 March in time for S & F and had asked for a note of explanation about the Project Fund.
- b) The Financial Guidelines currently stated that the Budget Holder must prepare costed proposals and take them to PCC with, wherever possible, a least two quotations for expenditure above £500. However, the work we needed was often costing more than this. At the recommendation of the Treasurer It was **AGREED to increase the figure from £500 to £750.**

### **Reports (Action Plan, All)**

**12. NOTES FROM MISSION LEADERSHIP TEAM 15 JANUARY 2020** – the report was received.

### **13. NOTES FROM MISSION LEADERSHIP TEAM 05 FEBRUARY 2020**

In response to a query from the Treasurer regarding Canaan Christian Centre, Tim Morton – a Trustee – explained that paying drivers £10 per hour had been a policy for some time.

### **14. NOTES FROM CFLT 13 JANUARY 2020**

Succession at Take-a-Break: although the Associate Minister could oversee this ministry, there was a need for our own people to step up.

### **15. CLT 20 JANUARY 2020**

- a) The electronic rolling screen was aspirational at this time.

- b) It was suggested that improvement could be partly achieved by moving the boards and using the display of activities that was available last summer.
- c) The Team was encouraged to come up with a costed proposal for a rolling display to go into the 2021 budget.
- d) Use of an A frame outside the Parish Church had not been successful in the past.
- e) Work was in progress on the Who's who display.

## **16. YLT 20 JANUARY 2020**

- a) YLT had been looking at the Youth Charter, which PCC had agreed to adopt on 23 May 2019, and considering how best to involve the young people. This would come to PCC in due course. The PCC Secretary would circulate the Charter to PCC members.
- b) Simon Fenn was holding youth meetings, the notes of which would come to the next PCC. It was important to keep the young people involved and enabled to serve. We had a small core of young people, but they were really committed. They should be encouraged to serve but protected from discouragement by those who didn't value their service.
- c) There had been a wonderful example of a young person serving at the Beach Party.

## **17. SAFEGUARDING**

The C2 training on 21 March was now fully subscribed.

## **18. HEALTH AND SAFETY**

- a) The Health and Safety Group would meet again on 07 March. The Health and Safety Policy would eventually come back to FLT.
- b) Rodent problem: Jill Boyle's terrier had identified trails in the Chancel area, but not in the Café/kitchen area. There had been no evidence of infestation for over a week. The dog would continue to patrol on a weekly basis.

## **19. ELECTORAL ROLL UPDATE**

The roll stood at 295. Two members had moved away, and one had died.

## **Closing Business**

## **20. CORRESPONDENCE AND DATES**

- a) The Diocese had confirmed that funds held by them had been transferred.
- b) Mike Brown had resigned from PCC. A letter of thanks would be sent to him. It was important to find people from the St Martin's congregation to stand for PCC.
- c) A letter of thanks had been received from Evelyn Smith for the gift of £1,000 to Canaan.
- d) The following DBS checks had been notified:
  - i. Small Group leaders:
    - Caroline Ashworth
    - Anne Cottingham
    - Bruce Hemmant
    - Jane Loades

- ii. Children and Youth:
  - Caroline Ashworth
  - David Green
  - Jonathan Mardlin
  - Hazel Mardlin
  - Wendy Williams
- iii. PCC:
  - Roger Hopkins
- e) It was **AGREED** that the following 40 Acts events were official church activities for insurance purposes:
  - i. Chocolate Tuesday 10th March (10.00-12.00pm)
  - ii. Food Bank Friday 6th March (12.30-2.30pm)
  - iii. Coffee, Conversation & Community Thursday 19th March (11.30-1.30pm)

The meeting closed with prayer led by Tim Morton at 9.30 pm.