

CROMER PAROCHIAL CHURCH COUNCIL

Minutes of a meeting of the Parochial Church Council held on 23 September 2021 at 7.30 at St Martin's.

Those present:

Revd W Warren	Revd J Hodgkinson	Revd B Rogers
Mrs J Austin	Mr I Kimble	Mr D Tuthill
Mrs M Howard	Mr D Orsborne	Mr D Anderson
Mrs J Boyle	Mr J Hodgkinson	Mrs A Orsborne
Mr S Purslow	Mrs B Stibbons	

1. WELCOME AND APOLOGIES

The meeting was chaired by the Vicar, who welcomed members to the meeting.

Apologies were received from Miss A Cottingham, Dr R Beare, Mr P Bennett, Mr R Hopkins, Mrs M Pallister and Miss S Wells.

2. OPENING WORSHIP

The meeting began with sung worship led by Simon Purslow and a reading by the Vicar from Isaiah 55, followed by prayer.

Opening Business

3. DECLARATIONS OF INTEREST NOT PREVIOUSLY RECORDED

None

4. MINUTES OF THE MEETING OF 21 JULY 2021

The minutes of the meeting of 21 July 2021 were agreed as a correct record.

5. MATTERS ARISING FROM THESE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA

There had been a good Away Day on 11 September to concentrate on the vision. The Vicar was in the process of writing this up and hoped it would come back to October PCC to discuss how we might implement it.

6. MINUTES FROM THE MEETING OF STANDING AND FINANCE 8 SEPTEMBER 2021

- a) Barclays signatories: work was ongoing to change the mandate.
- b) Gifts to the Poor: we needed to make a formal resolution about working with Cromer Cares.

7. NOTES FROM MLT 14 JULY 2021

Brenda Stibbons had come forward to work with Women's Ministry. She proposed having a couple of informal meetings to find out what people wanted and would also put something in the Update.

8. NOTES FROM MLT 03 SEPTEMBER 2021

- a) Two leaders had emerged for midweek work with families.
- b) Beach Fest had been really good and well attended by families including those on the fringe of the church. Numbers were good and there had been a big team of helpers, some of whom hadn't been involved before. It was important to build on the success of Beach Fest and not lose momentum. We had contact details for the participants.
- c) It was hoped that there would be 2 Christingle services this year.

9. GENERAL SYNOD JULY 2021

Members were reminded to pray for General Synod as they had some difficult matters to discuss.

Church Life and Growth

10. FINANCE

- a) The amount in the Webb Collison (Aged Poor) Fund was £5,273. If we were to work with Cromer Cares, we must be sure that the money was used in the spirit of George Collison's will. However, Cromer Cares provided the elderly with help with energy bills, food and transport to hospital and Tim Adams had started Cromer Cares in the spirit of George Collison. Brenda Stibbons suggested that Cromer Cares should keep the Webb Collison funds separately. She had a copy of the original will and would send it to the Vicar. This was not a PCC decision as the trustee was the Vicar. It was agreed to have a further discussion at the October PCC.
- b) NS&I Investment Account: it was **RESOLVED that the Vicar, the Treasurer and the Churchwardens should be signatories.**
- c) The Treasurer asked PCC members to let him know if they required more information from the budget summary than he provided. He was assured that the present budget monitoring summary was all that was required and was much easier to read.
- d) Expenditure was within budget at 61%.
- e) The Treasurer had asked some of the budget holders what funds they might require for 2022.
- f) Accruals: these were items from 2020 which hadn't been paid until 2021. All 2021 claims must be in by the end of December to prevent further accruals.
- g) Larking Gowen hadn't signed off the final accounts yet.
- h) The Treasurer was thanked for all his work and for providing so much information.

Organists' Fees

- a) David Shippey played for weddings and funerals on a freelance basis and this worked well. However, there were other occasions – including the traditional carol service and rehearsals – when we would need to pay for an organist. Fees came from the Worship budget and PCC must decide how much money should be set aside.
- b) We valued organ music but had to use our limited resources wisely. It was **AGREED**

that £1,000 per year be set aside for organists' fees.

- c) PCC would be discussing organ recitals in January.
- d) We would make the church available for free for David Shippey's organ lessons on Monday nights, but not with heating.

Recommendations from FLT 20 September 2021

- a) Parish Church Lounge Heating: Quotes had been received from MCL (£3,153 + VAT) and Custance (£3,340.11 + VAT). **It was AGREED to approve in principle, and subject to a third tender being received, expenditure up to a ceiling of £3,500 + VAT.** The decision was urgent to enable the work to be done before the winter.
- b) Replacement Gas Heaters for St Martin's Worship Area: Quotes had been received from MCL (£4565.00 +VAT) and Custance (£4822.17 + VAT). **It was AGREED to approve expenditure in principle, subject to a third tender being received.** The decision was urgent to enable the work to be done before the winter.
- c) The work should be funded from the Project Fund.

St Martin's Lounge Proposal

At the launch of Cromer Church Youth Group on Sunday, it was suggested that the young people might better engage with the Bible input and take more ownership of the group if there were a comfortable and modern space for small-group discussion at St Martin's. Following discussions with the Wardens, it was proposed that we look to modernise and upgrade the lounge area to make it a more welcoming, purposeful space and less of a 'dumping ground'. If the long term aim is for St Martin's to become a family hub, then it might be timely to consider how the lounge could play a part in that vision.

Practically, this would involve a few essential and optional steps:

- Upgrade the small red chairs for more modern pieces such as a sofa/armchair etc. (essential)
- Clear out/organise the equipment that is currently in the lounge (essential)
- Purchase a storage unit for one corner of the room so that the room can still be used for storage if needed (essential)
- Buy a TV screen and trolley stand for small-group related video and audio (essential)
- Consider repainting and re-curtaining the space (optional)
- Look into purchasing lamps, coffee tables & bean bags (optional)

It was **AGREED to make up to £2,000 available from the Vision Fund for this project.**

11. MISSION PARTNERS

At this meeting we needed to discuss the Mission Partner scheme already in place - was it working? Was it a system that could roll forward as was intended when it was put in place in 2018? We also needed to discuss when the Mission Partners would each receive their 2021 allocation. Afterwards we should inform the church family where we

are on the Mission Partner review cycle.

Discussion

- a) No money had been allocated in the budget for Mission Partners because we hadn't been in a position to do so.
- b) Were we in a better position now? As a registered charity we were allowed to give to another charity but could not give a donation from Gift Aid. We were in a better place than earlier in the year but still operating on a negative budget and not in a position to give money away. If we paid our Parish Share in full, we would end up in deficit.
- c) Individual Mission Partners could have fund raising events, e.g., the Tear Fund quiz, and some members of the church family gave to chosen Mission Partners.
- d) However, the church family still tended to believe that 10% of their giving went to Mission Partners. Last year some difficult decisions had to be made about Mission Partners and staffing which left some people discontented to the extent of reducing their giving.
- e) Last year we had a special collection in church for Mission Partners.
- f) If we weren't in a position to pay them, the current Mission Partner system wasn't working. Hopefully, by next year, we would be in a better position.
- g) David Orsborne declared that he was the Champion for 2 Mission Partners. He said that we couldn't keep the system going and operate the arrangements as we'd done in the past. Instead, we should be honest about the situation, act with integrity and in line with our values to devise a scheme which would continue to bring the Mission Partners to the attention of the church family. We could use the review cycle as an opportunity to do something different. As part of the review we could research what other churches were doing. This should be communicated to the church family.
- h) The intention had been that the scheme to support our Mission Partners should be an instrument to fill the church family with joy but it had become a matter of uncertainty and contention. It was time for a fresh start.
- i) The Harvest collection was going to Tear Fund. Every 2 months we could have a collection for a specific Mission Partner.
- j) More work needed to be done, including consultation with the church family. The Vicar would put something in the Update. A task group would be formed to look at the system.

12. VOLUNTEER POLICY AND PROTOCOL

The Wardens were thanked for their work.

It was **AGREED to adopt the Volunteer Policy and Protocol.**

The next step would be implementation.

13. USE OF INDIVIDUAL COMMUNION CUPS

The Vicar's report detailed the issues that needed to be considered. Ultimately the decision was his, but he would prefer the support of PCC.

Discussion

- a) The House of Bishops has made it very clear that to adopt individual cups would in their opinion be a breach of the 1547 Sacrament Act. However, because of Covid, a

significant number of people felt unwilling or were unable for health reasons to receive from the common cup.

- b) The Vicar wanted to obey Bishop Graham, but he also wanted to obey Jesus who very clearly commanded his followers to share both bread and wine when they remembered his death. Covid was clearly here to stay and was likely to become more of a pressing issue in the winter months. The use of individual cups would enable everyone to receive Communion under both kinds. St Martin's had already unofficially been doing this.
- c) Because we were a large church, we already used several cups (at one time using 8 in total) for Communion.
- d) The common cup would still be available.
- e) When the prayer of blessing was said, all the wine would be on the table.
- f) If a time came when Covid wasn't an issue the individual cups could be packed away.
- g) Communion was becoming an area of contention. Use of individual cups would make it more inclusive.

It was **AGREED to support the Vicar's decision.**

It was further **AGREED to purchase the following items at a total cost of £405.69:**

- **120 steel individual metal cups (metal for durability and environmental reasons). We would probably require two packs to be divided between the parish Church and St Martin's.**
- **1x four-level serving trays for the parish church, and 1x single-level tray for St Martin's**
- **2 x flagon (the narrow neck is recommended by other churches as more practical)**

14. APPROVAL OF COMMUNION HELPERS

It was **AGREED to approve the following:**

From PCC: Revd Will Warren, Revd Jennie Hodgkinson, Revd Ben Rogers, Jackie Austin, Ivan Kimble, Mary Howard, David Anderson, Anne Cottingham, David Orsborne, Sue Wells, Richard Beare, Paddy Bennett, Jill Boyle, John Hodgkinson, Roger Hopkins and Simon Purslow.

For Home Communion: Judith Anderson, Jackie Austin, Mary Howard and Lea Jamieson.

15. CHURCH OPENING HOURS

- a) We wanted our church building to be open as much as possible.
- b) Holiday Ministry and Cornerstone would end on 01 October. It was proposed that, from 03 October, we should open the church from 9.00 – 3.00 Monday to Friday and on Saturdays at a slightly later time because of Saturday Morning Prayer.
- c) The Bookstall would stay open, but gifts would be put away.

- d) The opening hours should be publicised.
- e) There might, in the future, be prayer ministry during opening hours.

The opening hours were **AGREED**.

16. SAFEGUARDING

DBS clearances received since last PCC meeting: Chris Roach, Kate Rogers, Janet Wigg.

17. HEALTH AND SAFETY

- a) There were now 8 First Aiders (6 for the Parish Church and 2 for St Martin's).
- b) David Anderson was thanked for his work on the PAT testing.
- c) Stuart Howard was thanked for his work in the church.

18. ELECTORAL ROLL UPDATE

The roll stood at 284.

19. CORRESPONDENCE AND DATES

- a) It was **AGREED to approve the following as official Church Events for insurance purposes:**
 - The Mustard Seed - weekly coffee morning for all ages - children attend with parents/carers
 - Youth Group - 11 - 18's - young people left without parents/carers
 - Meeting Point - special needs adults
 - BeachFest Extra Light Party - 31st October - for families, children attend with parents/carers
 - BeachFest Extra Family Fun Activity morning - 13th November - for families, children attend with parents/carers.
 - Midweek Coffee Morning in the Parish Church
- b) Letter from Paul and Janet Rosier: this had been covered under item 15.
- c) Letter from Ken Nash: David Orsborne had a very positive conversation with Ken after the letter had been brought to the attention of S & F. He would speak to him again. In response to a question from David Anderson it was explained that no one had requested large print song sheets but that this will be kept under review. We were also experimenting with better displays on the screens.
- d) Letter from Philip and Jane Sapwell: a card would be sent to thank them for all their work. They would also receive assurance that PCC was committed to discuss organ recitals in January.
- e) It was **AGREED** to support a request from Shawn Brown to climb the Tower for charity, subject to good liaison with the Peregrine Project.
- f) Date of next meeting: **Thursday 28 October at 7.30 at St Martin's.**

The meeting closed with the Grace at 10.05 pm.