

CROMER PAROCHIAL CHURCH COUNCIL
Minutes of a meeting of the Parochial Church Council
held on 26 September 2024 at 7.30pm at St Martin's

Those present:

Revd Will Warren, Mr D Anderson, Mrs J Anderson, Mr D Broughton, Revd J Chamberlin, Miss A Cottingham, Revd J Haywood, Mr J Hodgkinson, Ms T Johnson, Mr I Kimble, Mr D Loades, Mrs S McCandlish, Mrs A Osborne, Mr D Osborne, Mrs M Pallister, Mr G Purland, Mr S Purslow, Mr D Tuthill, Ms E Woodfield.

1) WELCOME AND APOLOGIES

The meeting opened with a song of praise and prayer. WW gave a short reflection on Isaiah 30. When crisis strikes we have a choice of depending on God or on human solutions. As church are we trusting in God or in our vision statements and growth strategies and many activities? Isaiah 30: 15 says “in repentance and rest is your salvation, in quietness and trust is your strength...”

It was noted that Mary Howard has resigned from PCC and stepped down from her role as PCC secretary with immediate effect due to ill health.

Tracy Johnson was welcomed to her first meeting.

2) MINUTES OF THE PCC MEETING OF 27 JUNE 2024

The minutes of the PCC meeting of 27 June 2024 were AGREED as a correct record.

The following matters were arising:

- a) The new chairs for St Martin's had been delivered.
- b) PA/extra admin help for the Vicar - WW will be meeting with a mentor next week and will seek further advice.
- c) *Meadow Close*
 - i) SP had been in touch with the agents who reported that the tenants were having trouble finding alternative accommodation. It was likely that NNDC housing department would advise the tenant not to leave the property. SP will provide an update at PCC's next meeting.
 - ii) Whilst we are not comfortable with the prospect of making someone homeless, it was noted that the property has been let for several years at a significantly lower rent than market rate.
- d) IK thanked Joanna Haywood for organising the social media workshop. 12 people had attended and it had been a very useful session. Holli Holmes, the Community Tech Coach, would be happy to repeat the session on a future occasion if there is demand.
- e) Jon Mardlin has started managing the Cromer Church social media accounts and is doing a really good job.

3) VICAR'S BRIEFING

Mary Howard had resigned due to significantly declining health. WW asked members to pray for both Mary and Stuart and invited ideas for marking her many years of dedicated service. JC suggested an immediate gift of a bouquet of flowers whilst plans are made for recognising her contribution to church life.

A replacement PCC secretary is needed. WW had approached someone and will now follow up with them. Please pray that someone will feel led to this role. It's a role that could be shaped to the person with the right skill set. An alternative might be to expand the remit of our existing Church Administrator.

4) FEE REVIEW

- a) No increase in David Shippey's fee for playing the organ.
- b) Awaiting a response from the Bellringers. Steve, Tower Captain is suffering ill health. Please remember him in our prayers.
- c) Buildings Lettings - no change to the heating portion of the fee charged for the Parish Church until the destratification fans have been operating for a year, so that their effect on heating cost can be evaluated.

5) BUILDINGS

a) Confidential Minute

b) Glazed doors at the Parish Church

- i) Faculty application is proceeding - currently in the public notice period.
- ii) Revised plan retains the gates which date from either 1880/90 or 1922. Although in principle they are functional, in practice they are in very poor condition.
- iii) Planning application - NNDC re-consulting interested bodies, including Cromer Town Council.
- iv) Drawings are available in the Parish Church for anyone who would like to see them.

c) Stone Font

- i) The DAC Liturgical Advisor had visited and recommended a position at the front of the church "to the east end of the nave... near to the pillar to the south of the Vicar's stall."
- ii) A mock-up picture had been circulated to indicate the recommended position. iii) A fixed price quote had been obtained of £8,276 + VAT to move the font and make good the area in the Church Lounge.
- iv) IK put forward a further option which would retain the font in the Church Lounge, but tucked into the recess towards the door to the Tower.
- v) It was AGREED to consult the DAC Liturgical Advisor as to whether this would be an acceptable location.

d) Extension to the Bookstall

- i) PCC had previously agreed an application to remove 2 pews under TMRO in order to extend and enhance the bookstall area.
- ii) Increasing the area of the bookstall has a cost implication as extra stock would be needed to display books.
- iii) IK suggested that a couple of armchairs and a table would improve the area and allow visitors to browse the books at leisure.
- iv) It was noted that Revelation Christian bookshop in Norwich had recently closed, meaning that the Cromer Church bookstall is one of the only ones in the area. Supplying quality Christian books and Bibles can have a far-reaching effect.
- v) DO noted that the bookstall had been exceptionally busy during the summer months. It makes sense to invest in this area of church business.
- vi) It was AGREED to reaffirm PCC's previous decision to extend the bookstall area.

e) Confidential Minute

f) St Martin's

- i) Notes had been circulated detailing potential building work at St Martin's.
- ii) It was AGREED to install a new ramp for the emergency fire exit in St Martin's Hall.
- iii) *Remodelling* - SP demonstrated what might be possible by way of remodelling the interior of the worship room, without losing capacity.
- iv) It was AGREED for FLT to explore this option further.
- v) *Hall ventilation* - SP noted that a quote for fitting ceiling fans would be obtained. If the fans are not adequate then FLT will look into window replacement but this option would require planning permission. Repair is not an option.
- vi) Ventilation options for the kitchen are also being progressed.

PCC recorded its thanks to SP and IK for their hard work on the building front, particularly in respect of the glazed doors for the Parish Church.

6) FINANCE REPORT

- a) DT requested any budget revisions for October-December from budget holders.
- b) It was noted that cash usage in society continues to decline. The speaker at the recent Blokes Brekky, Colin Howell, estimated cash would only continue to be used for another 5 or so years.
- c) The Diocesan Parish Share request for 2025 has been received and shows a £3,700 increase - this will be discussed at S&F and brought to PCC.

d) *Ephesian Fund*

- i) DT reminded members that the portion of our Parish Share request labelled 'Other Support for Mission and Ministry' is now channelled through [the Ephesian Fund](#) [voted on at PCC 25/1/2024].
- ii) The Diocesan Board of Finance had provided the Vicar with a list of churches in the Diocese who share our conservative position in relation to LLF and had requested the funds be allocated towards Thetford Team Ministry.
- iii) There was agreement that Thetford was a good choice, however, members expressed concern that we are being asked to make choices as to where the funding goes.

e) *Telephone and Internet in the Parish Hall*

- i) BT are unable to provide us with a proper service in the Parish Hall and Church Office. The current situation is untenable and is putting unnecessary pressure on Lesley.
 - ii) SP suggested that a Voice-over-Internet protocol (VoIP) system might be worth investigating. VoIP is a technology that lets users make calls using a broadband internet connection instead of a standard phone line. DO endorsed this suggestion.
- f) *Utilities* - it was AGREED to renew our utilities contract with SSE.
- g) *Mission Trip to Uganda* - Tim Britton had enquired as to a donation to assist his forthcoming mission trip to Uganda where he will be teaching in a pastors college. It was AGREED to make a financial gift of £500 to help him with costs.
- h) *Financial guidelines* - IK reported that he had approved a new water boiler for St Martin's which had been installed. Total cost £502.
- i) *Christmas Tree Festival*
- i) Cromer Town Council are offering £500 this year to help with costs incurred in hosting the Festival, compared with £1,000 last year. Total costs, including heating, are around £2,000.
 - ii) JH noted that takings at Cornerstone Café during the Festival normally cover costs.
 - iii) IK proposed that we accept the offer of £500 from the Town Council and make the best of the Festival this year, and then think carefully about what the Festival could look like if we took on running it ourselves next year. This could be an opportunity to reimagine the Festival into something more missional but just as appealing to the community. If we decided to take over management of the Festival, planning would need to begin early in the New Year.

7) SAFEGUARDING

- a) The Safeguarding Action Plan was APPROVED. Members were reminded of the responsibility to take it seriously and engage with it with our hearts and minds.
- b) Eileen Woodfield was APPROVED as an additional Parish Safeguarding Officer. She is undergoing training for this role. PCC recorded its thanks to Sue Brocklehurst for her contribution in this area.
- c) DBS checks and safeguarding training now need to be updated every 3 years, previously it had been every 5 years. It is the responsibility of Ministry Leaders to get two references for volunteers who are new to church. References are to be kept securely in the church office. Ministry Leaders are also responsible for following up on safeguarding training status.

- d) 17th November is Safeguarding Sunday - there are good resources available online which could be used to highlight safeguarding to the church family.

8) DOGS IN CHURCH

A request had been received to review PCC's policy on dogs in church.

- a) The current policy is that well-behaved dogs are welcome and are requested to sit at the café tables at the back of the Parish Church. Dogs are not permitted to come to the communion rail.
- b) We need to be mindful that not everyone likes dogs. Some people are nervous or frightened of dogs. Dogs can be a distraction to worship.
- c) In order to allow time for discussion it was AGREED to put this on the agenda for the next PCC meeting.

9) WARM SPACE

It was AGREED that the Parish Church Lounge would operate as a Warm Space between 9.30am-3.30pm every day with the toilets open but without tea or coffee available. This is in addition to the Warm Space offered at St Martin's through Mustard Seed on Mondays and Thursdays.

10)NON-FINANCIAL REPORTS

- a) S&F - the meeting notes from S&F on 12 September 2024 were received.
- b) FLT - the meeting notes from FLT on 17 June 2024 were received.

11)HEALTH & SAFETY REPORT

The Health & Safety Report was received.
PCC recorded its thanks to all our First Aiders.

12)ELECTORAL ROLL

299

13)CORRESPONDENCE AND ADDITIONAL ITEMS

The following events were APPROVED as church events for insurance purposes:

- 28 September - BeachFest Extra Harvest Party
- 6 October - St Martin's Ploughman's Harvest Lunch
- 24 October - BeachFest Extra Light Party
- 30 October - St Martin's Afternoon Tea & Curling
- 9 November - St Martin's Tea & Testimonies
- 23 November - Tearfund Big Quiz Night
- 14 December - BeachFest Extra Christmas Party

14)DATE OF NEXT MEETING

Thursday 17th October at 7.30pm at St Martin's

The meeting closed with the Grace at 10.09pm