



**CROMER PAROCHIAL CHURCH COUNCIL**

**Minutes of a meeting of the Parochial Church Council  
held on Thursday 26<sup>th</sup> June 2025 at 7.30pm at St Martin's**

**Members present:** David Loades (Chair), David Anderson, Judith Anderson, Jill Boyle, Anna Coghlan, John Hodgkinson, Christopher Jacquier, Tracy Johnson, Ivan Kimble, Hazel Mardlin, Jon Mardlin, Sarah McCandlish, David Orsborne, Simon Purslow and Doug Tuthill.

**P2506-01 Opening prayer and worship, Bible study and prayer**

SP led a time of sung worship. DL said that the choice of song (Cornerstone) was highly appropriate to our circumstances. He informed members that the prayer walks planned for 2<sup>nd</sup> July would not now take place and the church family would meet at St Martin's, as usual, for a time of prayer for Will and his family. PCC members then prayed for them.

DL led a reflection on Ephesians 2v19-22 noting:

- i) that our differences disappear in Christ: we are all members of God's family;
- ii) Jesus is the cornerstone of our faith and of the church;
- iii) He is 'first and foundational', brings strength and stability and connects and unites us;
- iv) He was 'rejected by men' but accredited by God and we can have confidence that He is able to build us together into "a dwelling in which God lives by His spirit."

A time of prayer followed.

**P2506-02 Apologies for absence**

Apologies for absence were received from Revd Will Warren, Anne Cottingham and Eileen Woodfield.

**P2506-03 Declarations of Interest**

There were none.

**P2506-04 Minutes of the meeting held on Thursday 29th May 2025**

The minutes were **AGREED** to be an accurate record of that meeting and were signed by the Chair.

**P2506-05 Matters arising**

There were none.

**P2506-06 Chair's briefing**

DL reminded members that while PCC would operate normally during WW's sabbatical – routine matters, updates, progress reports and follow-up of business already in hand – it would generally not be appropriate to make substantial changes to existing arrangements or to introduce new initiatives.

DL reported that the Deanery Day Initiative visit to Cromer had been postponed due to illness. It would be reinstated at a later date.

## CONFIDENTIAL

### P2506-07 **CONFIDENTIAL MINUTE**

#### P2506-08 **Glass doors for the Parish Church**

The Faculty has now been granted for both sets of doors and the repaving of the porch floor. The Chancellor has required, as a condition of granting the Faculty, that the doors be automated. This will add to the overall cost of the project and PCC is now being asked to approve the necessary changes and the additional cost.

The original costs reported in June 2024, and agreed by PCC, were for an overall budget of £31,000. This included the inner and outer doors, relaying of the porch floor and the additional builders work associated with the outer doors.

NNDC refused Planning Permission for the outer set of doors. Work on the inner set of doors can, therefore, proceed but not the outer set.

The costs for both the inner and outer door sets have increased since originally agreed by PCC, the cost for the inner doors now being £7,165.86 + VAT.

The selected specialist has provided quotes for the automation of the doors as follows: Underfloor operators - £21,459.50 + VAT (This option would require additional builders work which has not yet been costed and was discounted because of its high cost.)

Overhead operators, including the addition of a transom to support the equipment - £9,431.80 + VAT.

Provision of power supply - provisional sum allowance £1,000.

Assuming the use of overhead operators, the cost of the works would be c£17,500 + VAT (£7,165 + £9,431 + £1,000), a total of c£21,000.

Discussion and questions followed. In a vote, the revised proposals, with the use of overhead operators and the revised costs were **AGREED unanimously**.

The cost of the work will be met from the Project Fund.

ACTION: SP/DT

### P2506-09 **CONFIDENTIAL MINUTE**

#### P2506-10 **Carnival Float**

WW had had a very positive conversation with Phil Broughton. A new theme for the float had been agreed based on the story of Joseph and coat of many colours. A budget of £600 had also been agreed. This was a very positive outcome.

PCC members had voted on these proposals via email. They were **AGREED** unanimously. This result was reported to PCC and is minuted here.

#### P2506-11 **BeachFest**

JM reported that arrangements are proceeding well. The state of the tides precludes the use of the beach that week, and work is continuing to confirm the location. JB agreed to follow this up with NNDC. The publicity will be updated once this is resolved.

In response to a question, the daily times were confirmed as 10.30-12.30.

It was reported that the relevant Risk Assessments, Safeguarding arrangements and Health and Safety arrangements are in hand or already in place.

#### P2506-12 **Finance**

The Treasurer (DT) presented his report.

Giving is buoyant, with the 'donation station' doing particularly well. Gift Aid looks low only because the annual claim has not yet gone through. The figure so far reflects the Gift Aid coming through the Parish Giving Scheme.

Income from fees is lower than expected. There are now more options for funerals and fewer are taking place in church.

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Overall, income is slightly lower than budgeted, but this expected to right itself over the summer months.

Expenditure is also slightly under the budgeted figure and is well-managed and well-controlled.

The Parish Share request has been adjusted down to £100,000 following the end of Revd Julia Chamberlin's ministry. PCC thanked DT for his work with the Archdeacon to reach this point.

Expenses are lower as we now have fewer staff.

Photocopying costs are now being allocated to budget holders. The CLT budget has been increased from £750 to £1,000 as a result.

Bank charges are being managed effectively, although the announcement of the future closure of the NatWest branch will be a challenge. Deposits to the Lloyds account via the Post Office have been made more difficult by the requirement to use a debit card to authorise the deposit.

Issues with Direct Debit payments to our insurers are being resolved. There has been no impact on our insurance cover.

Expenditure on minor repairs and maintenance is high because of the work done following the Fire Risk Assessment but this will be reallocated to one of the Building Funds and will not have a lasting impact on the budget.

DT urged PCC to consider carefully how the budget would need to be shaped next year if we are to employ new staff, including a new Associate Vicar.

A community grant application on behalf of Mustard Seed has been made to the Yorkshire Bank.

PCC thanked the Treasurer for his work.

### P2506-13 **Reports**

The minutes of the S&F meeting held on 11<sup>th</sup> June were **RECEIVED**.

The Safeguarding Report and Action Plan were **RECEIVED**.

The Health and Safety Report was **RECEIVED**.

IK reported that the fire alarm systems at St Martin's and the Parish Church (including the ringing room) had been commissioned. That the 'auto call' system was being set up. This would alert the churchwardens and other selected keyholders if the alarms were activated. Proper protocols for responding to the alarms and evacuating the building were being developed, and training for all those who work in the building as volunteers or as paid staff would be put in place shortly.

The notes from the Fabric Leadership Team were **RECEIVED**.

IK reported that, following recent very heavy rain, some remedial action had been needed to clear Parish Church and Parish Hall gutters to prevent further water ingress in those buildings. Some relatively minor damage had been caused to the carpet on the stage on the Parish Church and in the larder at the Parish Hall.

Following some recent non-accidental damage to the glass, a proposal for better protecting the William Morris/Burne-Jones window will come to PCC in due course.

DA asked that he be notified of any new electrical equipment brought into church so that it could be PAT tested, and tests kept up to date. PCC thanked him for his diligent work on this important matter.

The Electoral Roll Report was **RECEIVED**. No new names have been added since the last report and the Roll remains at 248.

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**P2506-14 Correspondence**

There was none for consideration at this meeting.

**P2506-15 Date of next meeting**

The next meeting of S&F will be on 10<sup>th</sup> July at 9.30 at the Parish Church.

[Secretary's note: This meeting was subsequently postponed until 14<sup>th</sup> August.]

The next meeting of PCC is on 25<sup>th</sup> September at St Martin's.

**P2506-26 Review of the meeting**

The helpful structure of the agenda and the shorter meeting were noted as positives.

Several members commented that it was sometimes hard to hear what was said in the meeting. Standing Committee will consider how this could be improved.

**The meeting closed with The Grace at 9.17 p.m.**