

CROMER PAROCHIAL CHURCH COUNCIL

**Minutes of a meeting of the Parochial Church Council
held on Thursday 26th February 2026 at 7.30pm at St Martin's**

Members present: Revd Will Warren (Chair), David Anderson, Judith Anderson, Jill Boyle, Anna Coghlan, Anne Cottingham, John Hodgkinson, Christopher Jacquier, Tracy Johnson, Ivan Kimble, David Loades, David Orsborne and Eileen Woodfield.

In attendance at the Chair's invitation (for item 4): Jackie Austin and Rosalind Heydon.

P2602-01 Bible Study and Prayer

WW led a short study on Psalm 23 in which he highlighted four 'Good Shepherd' promises: God's provision, God's protection, God's Presence and God's preservation. This means that we can rely on Him in every circumstance - even when the going is tough (v4) - and that we can count on Him both now and into eternity (v6). This was followed by a time of prayer.

P2602-02 Apologies for absence

Apologies for absence were received from Hazel Mardlin, Jon Mardlin, Sarah McCandlish, Simon Purslow and Doug Tuthill.

P2602-03 Declarations of Interest

There were none.

Jackie Austin (JA) and Rosalind Heydon (RH) joined the meeting at this point.

P2602-04 Building for People Project update

JA explained that she had joined the project team to head up fundraising. She reports to the project team who, in turn, report to PCC. RH is working with and supporting her.

JA spoke to her report, which had been circulated with the papers for the meeting. The report is attached to these minutes as Appendix A. In her presentation, she highlighted the following points:

It is important to link the intended outcomes of the project to our Vision.

People will engage better if we clearly show how the outcomes of the project are people-focused and will enable us to reach out to and serve the church family and the wider community more effectively.

The amount that we will need to raise could be in the region of £300,000 after other known and available funding sources are taken into account. This is a large and potentially daunting sum, but the plan is to deal with it in 'bite-sized chunks'.

Effective communication will be vital; this must include ensuring that the Vision is well-understood and supported, as well as detailed information about the project proposals and progress at every stage.

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“Prayer and great communication will be needed to achieve this.”

It is our responsibility (our call, our Vision) to own and support the project prayerfully, practically and financially; valuing every gift and every contribution; suggestions and ideas for getting involved - and the practical details of how to do so - are being worked up and will also need to be communicated effectively.

grant funding can only be sought once all the necessary permissions are in place; and should probably be matched to specific, targeted outcomes highlighted by the grant-making bodies (e.g. accessibility, energy efficiency, community use, the provision of kitchen and toilet facilities); grants (and gifts) must be in line with our Giving and Gift Acceptance Policy.

Questions and discussion followed, during which the following points were raised:

JH highlighted importance of phasing the project to manage the impact on church life and the delivery of the intended outcomes for the wider community.

IK and RH stressed again the importance of communication.

DL commented that the District Council has a key role to play in helping move things forward in a timely way. This has required some chasing. He commented that there is still a lot to be done to, “identify and catch our ducks before we can get them in a row.”

WW and others highlighted the importance of prayer. WW noted that the Lord can use projects like this to help us grow spiritually. “It’s likely to be a stretch, but that’s how we grow and develop as we trust Him and work with Him.” WW led the meeting in prayer.

WW and members thanked JA and RH for their helpful contribution to the meeting.

JA and RH left the meeting at this point.

P2602-05 Safeguarding

The PSOs (AC and EW) updated members on current areas of work:

Ensuring that Safeguarding training requirements for PCC members and all volunteers are being met and that records are up to date.

Ensuring that DBS requirements for PCC members and volunteers working in public-facing roles are being met and that records are up to date.

Supporting individuals and teams with the two preceding items including making practical arrangements for online training for those who find this challenging.

Ensuring that Safer Recruitment training requirements are being met and that records are up to date.

Reviewing our Volunteer Policy including arrangements for recruitment and the taking of references, record-keeping and storage, induction and supervision.

Reviewing the Safeguarding status of current church activities to ensure that they are being run safely and in compliance with our policies.

Continuing to develop our record-keeping and monitoring systems.

Questions and discussion followed in which the Gospel imperative to safeguard the vulnerable was highlighted and the continued importance of winning hearts and minds that ‘safeguarding is for everyone and everyone needs to help make it a reality’ noted.

The PSO’s report will form the basis for our report to the APCM.

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P2602-06 **Minutes of the PCC meeting held on Thursday 22nd January 2026**

The minutes were **APPROVED** as an accurate record and were signed by the Chair.

Matters arising

P2601-04 - **Associate Vicar:** the closing date has now passed and there is one applicant. WW is working with Bishop Jane's office to agree interview arrangements. WW will identify a PCC member from the St Martin's congregation to join the interview panel alongside Bishop Jane, the Archdeacon, WW, DL and IK. ACTION: WW

P2601-05 - The first **Welcome Meal** took place last Sunday and was very successful.

P2601-09 - The **Celebrating Success** letters had been sent and several items of positive feedback suggest that they had been well received.

WW will complete the paperwork, as appropriate, for those approved by PCC as AWAs. ACTION: WW

The minutes of the Standing and Finance Committee meeting held on 12th February 2026 were RECEIVED.

Matters arising

S2602-14 - Looking ahead

In addition to the regular Sunday and weekday services at the Parish Church and St Martin's, the Holy Week and Easter weekend programme is planned to include: prayer stations in the Parish Church, a family meal and simple communion on Maundy Thursday evening, the Passion Play (Cromer @ the Cross) on Good Friday morning in the churchyard, 'An hour at the Cross' (music, readings and reflections for Good Friday) on Good Friday afternoon in the Parish Church and a sunrise service in North Lodge Park on Easter Sunday. Where necessary, these were **APPROVED** as church events for insurance purposes.

There will not be a BeachFest event at Easter this year.

P2602-07 **Finance**

The Treasurer reminded those responsible that the deadline for Statutory Reports for the APCM was the end of February.

P2602-08 **Communion Assistants**

PCC **unanimously APPROVED** the following persons to act as Communion Assistants subject to completion of the necessary paperwork and the required training:

Assisting in church: David Anderson, Alison Bell, Vivienne Benford, Jill Boyle, Frances Britton, Anne Cottingham, Rosemarie Harber, John Hodgkinson, Stuart Howard, Christopher Jacquier, Jenny Jacquier, Tracy Johnson, Ivan Kimble, David Loades, Sarah McCandlish, Margaret Mitchell, David Osborne, Glyn Purland, Simon Purslow, Jane Sapwell and Eileen Woodfield.

Assisting in church and taking home communion: Judith Anderson, Jackie Austin, Lea Jamieson and Lorraine Phillips.

PCC members who have not yet returned their forms to Jennie Hodgkinson were encouraged to do so as soon as possible.

The Secretary will let Jennie know of this decision. ACTION: DO

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P2602-09 **2026 Annual Meeting of Parishioners and APCM**

PCC **NOTED** that the 2026 AMP and APCM would take place on 23rd April at St Martin's. The timelines for the revision of the Electoral Roll and for the notices relating to the meetings and for the elections were **NOTED and AGREED**.

P2602-10 **Correspondence**

The request from the Hastings family that a memorial brass plaque be placed at St Martin's in recognition of the lifetime service of Austin and Betty Hastings was broadly supported by members. WW will talk with the family to ensure that issues such as costs and ownership are clarified, and a proposal and an accompanying policy for future use will be brought to PCC in March.

IK's paper and proposal on the **conduct of PCC elections** was NOTED and will come back to PCC in March. IK will contact the Registrar to clarify whether Churchwarden elections can be included in the scheme. ACTION: IK. DO

A message from the Diocese about a '**new housing training day**' was NOTED. WW is not able to attend, and it was AGREED that, as significant new housing development is proposed for Cromer, we should identify two people to represent us. ACTION: IK/DL

P2602-11 **Reports and Related Business**

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

The Electoral Roll Report was **RECEIVED**. The Roll currently stands at 248.

P2602-12 **Review of the meeting**

Good timekeeping and good engagement with the important business items covered were the main issues noted.

The meeting closed with The Grace at 9.35 p.m.