



CROMER PAROCHIAL CHURCH COUNCIL

**Minutes of a meeting of the Parochial Church Council
held on Thursday 23rd July 2026 at 7.30pm at St Martin's**

Members present: Revd Will Warren (Chair), David Anderson, Judith Anderson, Anna Coghlan, John Hodgkinson, Christopher Jacquier, Tracy Johnson, David Loades, Sarah McCandlish, Alison Orsborne, David Orsborne, Simon Purslow, Doug Tuthill and Eileen Woodfield.

P2607-01 Sung worship, Bible study and Prayer

SP led a time of sung worship and WW led a short study on Mark 4v35-41 in which he highlighted the three 'greats' (great storm, great calm, great fear) and the three questions associated with them ("Don't you care?", "Why are you so afraid?", "Who is he?"). These circumstances and these questions are very relevant to us and to those to whom we reach out with the gospel. A short time of prayer followed.

P2607-02 Apologies for absence

Apologies for absence were received from Jill Boyle, Anne Cottingham, Ivan Kimble, Hazel Mardlin and Jon Mardlin.

P2607-03 Declarations of Interest

SP declared an interest in items related to the RRR Building for People Project, as he is paid a fee for his professional work on the project.

P2607-04 Minutes and Matters Arising

The minutes of the PCC meeting held on 25th June 2026 were unanimously **APPROVED** as an accurate record and signed by the Chair.

Matters arising

P2606-04 - RRR Building for People Project: JA expressed uneasiness at the timing of the project because of understaffing, reduced capacity in other areas, forthcoming leadership changes (including both churchwardens) and WW's other priorities. Building up capacity in these areas and then moving ahead with such a major project might be wiser.

SP responded, noting that IK and DL will continue to be members of the Steering Group once they step down as churchwardens and that 'testing the water' by applying for Faculty was an important and timely next step. Following up the visit to St Peter Mancroft to learn about their solar PV array and develop a proposal for Cromer was another important next step. The planning application for the Parish Hall is progressing, and the sale of the Meadow Close property is close to Exchange of Contracts. SP acknowledged JA's concerns but felt that there were compelling reasons for continuing to move forward. The outcome of the application for Faculty is crucial and will effectively determine the final shape of the scheme.

WW also acknowledged JA's concerns but added that the question of the Parish Hall must be resolved and that the appointment of an Associate Vicar will go some way towards addressing the staffing situation. Sometimes, investing for growth (rather than

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waiting for growth before investing) is the right approach, and the Steering Group felt that this was the case with the RRR Project.

JA and DA asked to be able to feed these points back to those who had raised the issue with them. This was AGREED, and they were asked to encourage anyone with questions or concerns to engage with the consultation that is currently taking place.

P2606-10(iii) - Correspondence: DA asked whether the actions noted had been carried out and was reassured that they had been. There was nothing further to report.

P2607-06 Church Life and Growth

i) Chair's Briefing

WW and IK had completed a very positive work review with Amy Eihe and, as a result, were recommending to PCC that her contracted hours be increased to 13 per week. This was **UNANIMOUSLY AGREED**.

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An Awayday is being planned for October to undertake the next phase of work on Andy Bagwell's report.

WW has planned to Stewardship and Giving focus for two Sundays in October.

Work on a Discipleship Pathway is continuing and will come to PCC in due course.

P2607-07 Safeguarding

The review meeting with the DSA had been positive and encouraging with some good next steps highlighted.

The PSOs' report and action plan update were **RECEIVED**.

Members were advised that Norwich Diocese does not use the DBS Update Service so that any individual whose DBS certificate expires will need to apply for a new check through DDC. The PSOs will be able to facilitate this.

The policy for the Recruitment of ex-offenders was **UNANIMOUSLY AGREED** and **ADOPTED**. It will be added to the policies on the website.

The Global Week of Prayer was **UNANIMOUSLY APPROVED** as a church event for insurance purposes subject to the PSOs' approval of the Risk Assessments (on behalf of PCC), particularly for the overnight use of the Parish Church. The Secretary will report this decision to the Prayer Initiative Team.

P2607-08 Finance

Recommendations from Fabric Leadership Team

The report from the FLT meeting was **RECEIVED** and expenditure on the mandatory compliance items (£5103+VAT), urgent safety work on window N3 (£1812+VAT) and the signal booster for the Hive system (£75+VAT) were **UNANIMOUSLY APPROVED**.

Work at St Martin's

The churchwardens had saved PCC ~£6,000 by completing the work to remove the font steps at St Martin's themselves. DL and IK were warmly thanked.

Bookstall Manager's report

The bookstall manager's half-year report, including the note regarding a larger number of unaccounted-for books in the first half of the year, was **RECEIVED UNANIMOUSLY**.

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Prayer Initiative Team

£600 of previously unbudgeted spending on materials was **APPROVED**.

Treasurer's report

The Treasurer (DT) provided a half-year budget report which showed a healthy financial situation at this stage in the year. The following items were noted:

There are outstanding Gift Aid claims to be processed which will bring this budget line back on track.

Cornerstone and the bookstall are both having a very good year. This has also increased the costs of fundraising as more stock has had to be purchased. The budgets will need to be adjusted accordingly.

Safeguarding costs are currently at 148% of budget. This is mainly due to the volume of DBS checks that have been necessary this year. This will be a predictable three-year cycle, and future budgets will need to be constructed accordingly.

The up-front costs of the CCLI licenses purchased at the start of the year means that worship costs are higher than budgeted for this point in the year. This will be kept under review.

Photocopying and printing costs continue to be high, with colour prints/copies costing ten times as much as black. A start has been made on identifying ways to reduce the amount of printing and on finding a more cost-effective printing and copying solution when the lease on the current copier comes to an end towards the end of next year.

Budget-holders need to begin to plan for their 2027 budget requests. ACTION: DT

The increased financial commitments arising from the appointment of an Associate Vicar mean that it might not be possible to create a balanced budget for the start of 2027. PCC will need to review their policy on this and, if necessary, the Financial Guidelines will need to be updated to take account of this. ACTION: S&F. DT

Members **NOTED** that the Treasurer will not be available to process expenses and other claims for much of August.

P2607-08 Standing and Finance Committee

The draft minutes of the Standing and Finance Committee meeting held on 9th July 2026 were **RECEIVED UNANIMOUSLY**.

Matters arising

Rob's licencing will be held at 3.00 p.m. on Sunday 6th September in the Parish Church and will be followed by refreshments. ACTION: WW, DT

Sea Baptisms to be held on Sunday 13th September were **UNANIMOUSLY APPROVED** as a church event for insurance purposes.

The Flag Institute's guidance regarding flags on churches was **NOTED** and members will use this to prepare for a discussion about flags on the churchyard flagpole at the September meeting. ACTION: IK, DO

The timetable for preparing future reports for PCC was **APPROVED UNANIMOUSLY**. The Secretary will explore whether ChurchSuite could be used to generate automated reminders for those who regularly write reports. ACTION: DO

P2606-09 Reports

The reports from the St Martin's Oversight Team were **RECEIVED**. There were no questions and no matters arising.

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The Health and Safety Report was **RECEIVED**. The actions noted in the report that arise from a medical emergency during a recent service in the Parish Church are being actioned.

The Electoral Roll has increased by two since the previous meeting and stands at 254.

Caroline Herbert's final report as a member of General Synod was **RECEIVED**.

Members expressed appreciation and thanks to Caroline for her faithful work as a member of General Synod over the years and for providing her regular reports. The Secretary will pass on PCC's thanks. ACTION: DO

P2607-10 **Correspondence**

PCC **AGREED** to the revised request from Mary Pallister and Sue Brocklehurst to establish a well-being café arising out of the Kintsugi Hope group. The trial period should begin in September and initially run for three months. The arrangements would then be reviewed. Members **AGREED** that the activity should be recognised as a church event for insurance purposes. ACTION: DO

P2607-11 **Timing of PCC meetings**

A suggestion that future PCC meetings should start at 7.00 p.m. was not felt to be workable. Members agreed to trial a 7.15 p.m. start from September for three months. The aim would be to finish meetings by about 9.30 p.m. ACTION: DO

P2607-12 **Review of the meeting**

Members agreed that the meeting had been productive and, despite some unexpected and weighty issues, had kept well to time with wise advice and good counsel being offered on a number of important matters.

An item in P2607-06 was deemed to be CONFIDENTIAL.

The meeting closed with prayer for Rob and Rachel and the Grace at 9.33 p.m.