

**Annual Parochial Church Meetings for 2020 and 2021**  
**Parish of Cromer**  
**7.30 pm on Thursday 27<sup>th</sup> May 2021 in the Parish Church, or via Zoom**

*It will be assumed that all the enclosed paperwork has been read in advance of the meeting.*

**Agenda 2020**

- 1) Welcome and opening prayer**
- 2) Minutes of the APCM of 28 April 2019 (page 2) and Matters Arising**
- 3) Electoral Roll report: 2020 figures (page 6)**
- 4) Elections and resolutions of the APCM:**
  - a) Election to Deanery Synod (5 people to serve for 2 years)**
  - b) To pass the following resolutions:**
    - i. That from the 2021 APCM we reduce our overall elected PCC numbers to 15 (10 elected and 5 Deanery reps (who also serve on PCC).
    - ii. That from the 2022 APCM anyone whose term ends as either a warden or as an elected PCC member, needs to take a minimum of a one year gap before being asked/re-elected to a new post.
    - iii. That the maximum term of office that an elected member or a representative can remain on PCC is six years.
- 5) Annual reports (page 7)**

*An opportunity to respond with questions, comments, encouragements and ideas.  
Please note that questions must be asked in advance.*
- 6) Financial Statements 2019 (attached separately)**

*Please note that questions asked in advance are likely to receive a fuller answer.*
- 7) Closing prayer**

## **CROMER PAROCHIAL CHURCH COUNCIL – MINUTES FROM THE APCM ON 28 APRIL 2019 FROM 11.00 am IN THE PARISH HALL**

### **1. WELCOME AND OPENING PRAYER**

The chair was taken by David Orsborne, Vice Chair of the PCC.

He explained that the meeting was like any company AGM, but that we had a PCC rather than a Board and its members were Trustees not Directors. However, the functions were similar.

In the Church of England, the PCC was the governing body of a church. Its role was to work to promote the whole mission and ministry of the church and, under God, to set its direction and shape its life. PCC was a cooperation between representatives of the laity, including the Churchwardens, and the parish clergy – particularly the incumbent.

Cromer Church had a mission statement and a vision. The APCM was shaped by them and, in turn, would help to shape them. At the APCM, PCC reported on its activities, presented its accounts and offered reflections on the life, ministry, mission and numerical strength of the church in 2018. There would also be reflections from the Interim Minister and the opportunity for questions and discussion.

One of the functions of the APCM was to make certain appointments and these items were included in the agenda.

It was important to set expectations of what could be achieved today. Comments and suggestions would be noted by the PCC Secretary who would ensure that they were duly considered by PCC. Some questions, especially if they hadn't been submitted in advance, might not receive an immediate answer but would be recorded in the minutes for PCC to consider. This process would enable next year's APCM to hold PCC to account for their responses.

2018 had been a very challenging year and many of the challenges still remained. However, this meeting wasn't the right forum for dwelling on uncertainties. Rather it was a place for reporting and reflecting on 2018, celebrating successes, noting shortcomings and shaping the future for 2019 and beyond.

The APCM was only for those on the Electoral Roll and clergy associated with the Parish. This was because they had formally chosen to be members of this church. No one else was allowed to vote or to take part in the proceedings.

The Vice Chair concluded with a reading from Colossians 3 and prayer.

### **2. MINUTES OF THE APCM OF 29 APRIL 2018 AND MATTERS ARISING**

The minutes of the APCM of 29 April 2018 had been checked for accuracy by PCC on 24 May 2018. The APCM agreed them as a correct record and they were signed by the Vice Chair. There were no matters arising.

### **3. ELECTORAL ROLL REPORT: 2019 FIGURES**

- a) There were 341 people on the Electoral Roll at the 2018 APCM. During the year 7 were added to the roll and 16 came off (8 died, 4 asked to be removed and 4 moved away).
- b) At the start of the Electoral Roll Review in March 2019 there were 332 on the roll. Of these, 84 did not reapply to be on the Electoral Roll.

- c) 42 new people had been added to the new roll as a result of the 6 year review, bringing the total on roll to 290 people. This was a cause for celebration.

The meeting remembered those who had died in the last year and prayed for those who mourned them: Margaret Deavin, Edna Dickens, Iris Ebsworth, Beryl Graveling, Edna Jones, Sheila Keith, Margaret Kent, Doris Levieux, Philip Norris, Denis Palmer, Douglas Raby, Derek Rawsthorne and Margaret Sinclair–Macdonald.

#### 4. ELECTIONS AND RESOLUTIONS OF THE APCM

##### a) Appointment of Readers to Cromer PCC

It was **RESOLVED** to appoint David Masters to PCC for the ensuing year.

##### b) Election to PCC (6 people to serve for 3 years, 1 person to serve for 1 year.)

There were 9 candidates for 7 places. Jackie Austin withdrew her nomination, reducing the number of candidates to 8. An election took place. The returning officers, Revd Paul Neale and Revd Jess Stubenbord, announced that the following had been elected: Richard Beare, Jill Boyle, Anna Coghlan, Roger Hopkins, Mary Howard, Alison Orsborne and Mary Pallister.

It was **RESOLVED** to appoint Richard Beare, Jill Boyle, Anna Coghlan, Roger Hopkins, Mary Howard, Alison Orsborne and Mary Pallister to PCC.

Six people would serve for 3 years and one for 1 year. This would be determined by lot at PCC on 23 May.

All candidates were thanked for standing.

##### c) Appointment of Sidespeople and Welcome Team

The following people were appointed to the Sidespersons and Welcome Teams for 2019:

Jo Masters	Mike Barker
Dick McNeilage	Margaret Barker
Freda Crane	Bill Hurt
Maurice Fiddy	Val Marr
Val Fiddy	Eugenia Pattison
Steve Salsbury	Diana O'Shea
Carol Loten	Donald Mayes
Christine Lockwood	Jane Mayes
Sarah Morter	Jenny Bromley
Joyce Richardson	Pearl Hayes
Ann Redfern	Tony Gates
Ruth Woolcott	Diane Hartley
Nick Claridge	
Meg Claridge	

Val Marr observed that the original list did not include the Sidespeople and Welcome Team at St Martin's. A list of those who served in this way was subsequently provided and is shown in the right hand column of the above list.

## **5. INTERIM MINISTER'S REFLECTIONS**

Revd Will Warren thanked the Wardens, David Loades and Alison Orsborne. Particular thanks went to Alison who was coming to the end of 6 years' service in this role. He also thanked the Vice Chair for chairing PCC, the PCC Secretary, Staff Team and all who served in Cromer Church. It was, he said, a very servant-hearted church.

It had been a difficult year for the church and the church family without an incumbent. This had impacted on finance and other areas. Church family were urged to pray for James and Katie, for the Review process and for patience for ourselves. "We know that all things work together for good for those who love God, who are called according to his purpose". (Romans 8:28). We were called to trust that God was in control and we could continue to rejoice at the good things he was doing, some of which had been seen in the video, produced by Mary Pallister, which had been shown while the Returning Officers were counting the Churchwarden ballot papers.

Good things included a small but significant increase in attendance at the monthly prayer meeting; contact with over 70 families through Take-a-Break; good numbers at recent holiday clubs; 14 guests on the Alpha Course; excellent attendance at major festivals. It was difficult to say too much about the future, but the basic task of every church was to glorify God by making disciples. This was done by reaching out and drawing people in, raising them up and releasing them into Christ's service. Some things we were already doing well. It was astonishing how many contacts we had reached, and it would be good to see more. We needed to pray that the seed that had been sown would come to harvest. We were engaged in the task of raising up disciples with flourishing Small Groups. However, there was a danger of spiritual complacency. We needed to be more intentional, including spurring each other on. There was a need to structure our Small Groups and to consider prayer triplets or Bible reading partnerships. As a church we had released many for service elsewhere. It would be good to see that continue. We should be a Resourcing Church, using our resources to the maximum. There were some amazing opportunities.

Whatever the outcome of the Review, there would be challenges. Church family members were encouraged to be gracious to one another and to focus on Jesus, not the problem.

"For I know the plans I have for you," declares the Lord, "plans to prosper you and not to harm you, plans to give you hope and a future". (Jeremiah 29: 11)

## **6. ANNUAL REPORTS**

Some questions and comments had been notified in advance to the PCC Secretary. One comment had been regarding omission of reports from some areas of the Children and Families ministries. It was explained that part of this was due to an oversight but that there had also been a decision to reduce the number of individual reports and group them together under Vision headings. The meeting was asked if there should be more individual reports.

Lea Jameson said that individual reports encouraged us as a church family.

Joyce Richardson said that more had been needed in the Take-a-Break report, including items for prayer.

Pat Dodson expressed disappointment that the Mothers' Union had not been included. The Lay Chair said that this was a good example of what could be recaptured if there was a return to individual reports. However, if there was a return to this system it was important that reports should be delivered by the set deadline.

Anna Coghlan and Simon Fenn agreed that there should be more detail in the reports.

A need to change how we produced our Annual Vision Reports was generally agreed. Any further views should be expressed to the PCC Secretary.

## 7. TREASURER'S REPORT

The Treasurer explained that this was his fifth annual report on the accounts, and he congratulated PCC on the way they had engaged with financial challenges. Those with specific budget responsibilities had started the process way back in October 2017 although we still finished that year with a forecast deficit in the region of £23,000.

However, PCC had accepted the need for a mid-term review at the end of June because income was not as buoyant as had been anticipated with regular giving remaining static. It wasn't that people stopped giving but more that giving was not at the levels that had been pledged.

Income was boosted by the success of Cornerstone café in the Church and the letting of the house in Meadow Close. Whilst this plugged the income gap, we needed to look again at all areas where we spent, and budget officers had acted responsibly to trim their budgets to realistic levels. The end result was a moderate operating deficit of around £2000.

After diligent work by the Treasurer and advice from the Diocese, the Clarke and Webb Collison bequest funds had been re-designated for capital expenditure thus freeing up other funds.

No questions had been received regarding the Final Accounts.

The Treasurer had produced a supplement to the accounts, including a glossary of terms (as previously requested by PCC) and graphs. Page 2 showed the SOFA – the statement from which the Examiner produced the final accounts and pages 3 onwards showed a breakdown of unrestricted funds for the year ended 31 December 2018 and graphs showing income, expenditure and reserves.

- Graph 1: income had risen slower than expenditure.
- Graphs 2 and 3: this showed how income was measured. Planned giving had been static for 3 years.
- Graph 4: PCC had been criticized for getting into deficit but there had been deficits in the past. Parish Share had remained static since the introduction of the TRIO (The Responsibility is Ours) system. The figure for salaries had increased as had running expenses and utilities.
- Unrestricted and restricted reserves: until 2013 unrestricted funds were comparatively low. Now that the Clarke and Webb Collison funds were unrestricted, we had more flexibility.

The Treasurer warned that, at 30 April, giving would fall short of the income needed. Income from Holiday Ministry was also likely to be down because of the presence of the peregrine falcons.

In response to a question from Mary Pallister, the Treasurer explained that 25% of planned giving could be reclaimed from Gift Aid but that this didn't apply to loose change giving. As loose change giving had dwindled, we had become increasingly reliant on planned giving.

It was **RESOLVED** to receive the Final Accounts 2018.

The Treasurer thanked the Finance Assistant for her support and also the finance team – Revd Roger Billings, Anne Cottingham and Ron Bishop.

The Treasurer was thanked for his faithful and diligent work.

## **8. APPOINTMENT OF INDEPENDENT EXAMINER**

It was **RESOLVED** to appoint Larking Gowen as Independent Examiner for the 2019 Final Accounts.

## **9. MATTERS RAISED BY THE CHURCH MEMBERSHIP**

- a) From Val Fiddy: would PCC consider moving the Sunday Evening Service to an earlier time? This would be discussed at PCC.
- b) From Betty Hastings: could there be more Communion services at St Martin's? This would be discussed at PCC.
- c) From David Orsborne: what would be the right time of day to hold the APCM? Ideas to the PCC Secretary.
- d) From John Hodgkinson: there had been a good response to the request for volunteers for Cornerstone in Church. However, more people were needed if the enterprise was to succeed. It needed the support of the whole church family.

## **10. CHAIRMAN'S CLOSING REMARKS**

The church family were thanked for their attendance and their patience. They were encouraged to pray for the Clergy and paid staff, James and Katie, those who served in the community, the Churchwardens, PCC Secretary and Treasurer.

The Chairman thanked those who gave and served, including those newly elected to PCC and those who were staying on. Phil Broughton and those who had set up the Hall were also thanked.

Prayer was asked for Revd Jennie Hodgkinson and for Revd Derek and Hilary Osborne who were likely to move to Eckling Grange together.

We continued to face challenge and uncertainty, but we had the certainty of knowing that we could trust God for the future.

2019 Vision Action Plans were available for people to pick up as they left the meeting.

The meeting closed with the Grace at 13.40 pm.

### **Electoral Roll Report - March 2020**

At the 2019 APCM the Electoral Roll stood at 290.

In the last year we have added 11 new people and taken off a total of 7 (5 deceased and 2 by request).

The current number of those on the Electoral Roll as of 22nd March 2020 stands at 294 (207 in the parish and 87 not in the parish).

Jackie Austin, Electoral Roll Officer

## Vicar's Report for 2020

*"God is our strength and refuge, an ever-present help in trouble" (Ps 46v1)*

When I wrote the Vicar's Report last year, few of us could have imagined the circumstances in which I would be writing this year. With the suspension of public worship in March following the continued spread of coronavirus, our life together as a church has been altered dramatically. Nevertheless, whilst some things have changed, the important things have not changed. God is still on the throne, and whilst much may be unknown to us, we can be confident that there is nothing unknown to him. He has promised to build his church, and that promise holds true for the present as well as the past. Truly as the psalmist declared, he is our strength and refuge in the difficult days in which we find ourselves.

Despite the challenges that we face, as I look back over the past year there is much to rejoice in. It has been a joy to see new and returning faces join us, and to begin to put some of the pain of the past few years behind us, and to look forward to all that God has in store for us in the future. Among the particular highlights for me have been the contact made with so many in the community through the Light Party, and at our Christmas events. Seeing St Martin's full for our first ever Family Carols fills me with great joy and hope for the future.

No minister serves alone, and I count myself very grateful for all who have served Christ and his church in Cromer alongside me in the past year. As ever, some individuals in particular deserve to be singled out. David Loades and Jackie Austin have been a never-failing source of support and good advice as churchwardens and have repeatedly risen to the challenges they have faced. Jennie Hodgkinson has overseen our pastoral work with love and care, and with the ministry team has contributed to our weekly worship. Our staff team have continued to work with dedication and good humour. Mary Howard as PCC secretary has helped us to conduct our business with diligence and efficiency.

At the time of writing, there is much that remains uncertain. Nevertheless, there are several significant steps that the PCC are looking forward to taking as lockdown lifts. At the top of our agenda is seeking the Lord's vision for our church life in this new season. We long to see where the Lord is leading us, and to walk faithfully into all that he has planned. Alongside that, we continue to look to strengthen our ministry team by adding an ordained colleague to share in the work here. Above all, we strive to know Christ better and to make him better known in Cromer and North Norfolk. Please join with me in thanking God for blessings past and praying for his will to be done in the year to come.

Revd William Warren

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### **PCC Secretary's Report**

The PCC met 8 times in 2019 –2020, the March 2020 meeting being postponed until further notice because of the covid19 pandemic.

The Church Life and Growth item on each agenda looks in depth at key aspects of church life. In the past year this has included Structures, Discipleship, Priorities for 2020, Hope 2020 and launch of Beach Fest, Leadership Teams, Protocol of Good Conduct and a job description and profile for an Associate Minister and finance reports.

As well as an update on the Electoral Roll, each meeting receives reports and recommendations from the Standing and Finance Committee, the Treasurer, Leadership Teams, the Safeguarding and Health and Safety Leads, the Treasurer and Diocesan and Deanery Synods (when they have met in the preceding month). PCC also receives reports on the General Synod from Caroline

Herbert, a Diocesan representative.

Standing and Finance is the steering committee of PCC. In order to make the best use of PCC time and to maximize efficiency and good governance the Standing and Finance Committee meets monthly to look at recommendations from the previous meeting and from the Leadership Teams, to ensure that items requiring further work are picked up, and to draw up the PCC agenda.

The Leadership Teams carry out in-depth work in areas where they have expertise and interest, before making recommendations to PCC. All PCC members are expected to serve on a Leadership Team and others, not on PCC, may be co-opted where relevant. Our present structure was revised in November 2019 and the Leadership Teams now comprise:

- Communications
- Children and Families
- Youth
- Fabric
- Mission

The Finance Working Group is currently in abeyance, having completed the task of revision of the Financial Guidelines. It will be reconvened in the future, if necessary.

Attendance has been excellent throughout the year. In recent weeks, because of the lockdown, some decisions have had to be taken by email and PCC members have risen to the challenge and engaged with this.

The PCC has complied in 2019 - 2020 in all respects with the House of Bishops' guidance on safeguarding as required by s5 of the Safeguarding and Clergy Discipline Measure 2016

**Mary Howard, PCC Secretary**

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### **Fabric Report 2020**

This report covers, in brief terms, various works carried out to the buildings, either owned by Cromer Church, or for which the Church is responsible, during the calendar year of 2018 (as opposed to March 2018 to March 2019). **It does not cover day to day repair works.**

#### **Parish Church**

The works carried out during the year are:-

- Stonework repairs to various windows, as a result of erosion, due to the close proximity of the church to the sea, and thus the effects of salt and fine sand in the wind.
- Repair of lead gutter to north porch roof.
- Repair of stonework to turret stair to south porch.
- Replacement of ramp at main entrance, due to the previous ramp suffering long term wear and tear, and had been noted as causing one or two to miss their footing.
- Repair works to the warm air heating system, due to corrosion of sections of the heater structure. Nick Claridge has spent a large amount of time during the year working with the engineers to investigate faults, most of which were as a result of corrosion to the weatherproof outer structure, access to which has proved to be difficult. Nick is continuing to liaise with the manufacturers regarding replacement of the affected parts, and seeking a contribution to the costs.
- Health and safety – the Fabric Leadership Team has, through the year, been working on bringing the H & S policy, and actions which flow from this, up to date, and in line with current good practice. This has included, amongst other things, the fire action plan, and you will no doubt have seen additional fire exit signage and the like in the various buildings.

Cornerstone in the church during 2019 proved to be very successful. Although the tower was closed to visitors, it was a bonus to be able to watch the peregrine falcons bringing up their young, which added to the numbers of visitors to the cafe. It was planned to re-commence in early April, but this is now awaiting the lifting of coronavirus restrictions.

The replacement of the lighting to the church remains in the planning stage as at March 2020.

### **St Martin's**

Dave Walker reports as follows:-

We continue to work to maintain the building in a good state of repair by keeping on top of minor defects as they arise. We were able to carry out various improvements during the year, as follows:-

- The new kitchen was installed, partly funded by Ken Sander's legacy, early in the year.
- The installation of the 'all electric' kitchen highlighted the need to upgrade our power supply and distribution within the building. The kitchen was completely rewired as part of the installation and UK Power Networks upgraded our supply, at no cost to the church.
- Water damage necessitated the replacement of the boiler that provides hot water to the kitchen and toilets, and heating to the lounge.
- The dead hedge at the front of the church was removed and replaced by a wooden fence. The fence was painted and new window boxes at the front of the church have helped improve our 'kerb appeal'.
- The hall was redecorated by a willing band of volunteers who worked tirelessly for three days supported by an endless supply of tea, coffee and cake!

Plans for the coming year include the installation of a new projection system in the church, improved lighting in the main corridor, electric hand dryers in the toilets and a new emergency light for the main entrance.

### **Parish Hall**

Sarah Mortar, as Administrator, reports as follows:-

Various day to day maintenance items, and small improvements, were carried out in line with what is expected in a hall of this age. A significant amount of work was undertaken in the main hall to tidy up and repaint what had become a rather shabby and old fashioned area.

- The entrance hall was repainted and new flooring laid
- The main hall was repainted and old lighting fixtures removed
- Strip lighting (purchased some years ago) was fitted in the main hall
- A new water heater was fitted in the toilet at the back of the hall as the original had never really worked properly
- All toilets were fitted out with hand dryers rather than paper towels
- A new baby changer was fitted in the disabled toilet
- A 7-day timer was fitted to office heater

### **17 Meadow Close (Youth Minister's house)**

The house is let, through a letting agent, under a shorthold tenancy, such that the house provides an income to the Church whilst it is not required for a member of the Ministry Team. It therefore remains able to be made available for a future church worker, should the need arise. No work, other than minor day to day repairs, has been required to be carried out.

### **Generally**

The overall condition of the buildings continues to be good. We are conscious of the fact that we are merely custodians 'for the time being' of the buildings in our care, and it is our hope to be able to pass them on to the next generation in better condition than we received them. This is, however, quite a task, taking into account the size of the buildings. The Fabric Leadership Group continues to meet quarterly to discuss the needs of our buildings in detail, and to prepare recommendations to

PCC for the repairs needed to our buildings.

It is encouraging that we have been able to continue with repairs and improvements to our buildings through this last year, and our goal is to continue to work with our buildings to enable them to assist in our Vision.

**Simon Purslow, March 2020**

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## **Deanery Synod**

Deanery Synod aims to promote Mission in the Deanery. Our Deanery, Repps, extends from Mundesley to Sheringham, plus some inland rural parishes. As well as the Licensed Clergy, Cromer's representatives on Synod are Anne Cottingham, Mary Howard and Sue Wells. David Anderson and David Osborne as members of Diocesan Synod are ex officio members of Deanery Synod.

Synod met 3 times in 2019 with the following main topics:

- February at West Runton with a presentation by Geoffrey Hunter on "Crossing the Threshold"
- June at Cromer – a presentation by members of the Open the Book Teams from Roughton, Overstrand and Cromer. As a result of this another team has been formed, with the help of existing teams, to go into Gresham Village School.
- October at Sheringham – an opportunity to meet Archdeacon Ian Bentley and ask him questions.

In addition to formal meetings we enjoyed afternoon tea at St Peter's Sheringham, beautifully presented by Sheringham Mothers' Union. We have also had Deanery Training Days, arranged by Julie Rubidge, and covering topics such as Listening Skills, Bereavement and Recovery Friendly Church. Julie has also set up a Repps Deanery Facebook page to enable each benefice to post our events so that others in the Deanery can share them.

2020 is an election year and I encourage you to prayerfully consider if you might stand.

**Mary Howard, Deanery Lay Chair**

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## **Safeguarding**

Safeguarding Children, Young People and Vulnerable Adults in the Cromer Church family is of the utmost importance. PCC complies with the duty to have 'due regard' to the House of Bishops' guidance in relation to safeguarding. The Parish Safeguarding Officer (PSO) for Children and Young People, Rebecca Westall, compiles a report for PCC each month on behalf of both PSOs. The PSO for Vulnerable Adults, Alison Osborne, keeps the DBS lists and paperwork up to date.

In 2019, we implemented new documents and updated older documents in the light of the new guidance from the House of Bishops. Following this new guidance, we have made sure that Small Group Leaders, the Parish Visiting Team and PCC members now have appropriate DBS clearance. This work is almost complete.

Since the last APCM there have been 20 new people who have been given DBS clearance to work with Sunday Club, the Visiting Team, Small Groups or as a Trustee on PCC. Three people have been removed from the list because they no longer attend Cromer Church. Another 9 people are on our list but are not currently involved with any of our groups.

## Agenda 2021

**1) Welcome and opening prayer**

**2) Electoral Roll report: 2021 figures (page 11)**

**3) Elections to PCC (5 people to serve for 3 years)**

**4) Annual reports (page 12)**

*An opportunity to respond with questions, comments, encouragements and ideas.  
Please note that questions must be asked in advance.*

**5) Financial Statements 2020 (attached separately)**

*Please note that questions must be asked in advance.*

**6) Closing prayer**

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### **Electoral Roll Report for the May 2021 APCM**

We currently have 290 on the Electoral Roll of Cromer Church.

The changes made in the last year are:

- \* 3 people have died
- \* 8 people have left by request
- \* 4 have left to attend other churches
- \* 4 have moved away
- \* 5 people have requested to be added to the Electoral Roll

Of the 290 currently on the Electoral Roll

- \* 188 are female and 102 are male
- \* 208 live in the parish and 82 do not live in the parish

Jackie Austin  
Electoral Roll Officer

## Vicar's Report for 2021

*"He is good; his love..endures forever" (Ezra 3v11)*

Sandy Millar, the former vicar of Holy Trinity, Brompton, once remarked that the Christian life is a story of battles and blessings, usually at the same time! As I write the Vicar's Report for 2021, those words seem especially applicable.

The last year has been a tough year for almost everyone in different ways, and Cromer Church has been no exception. The pandemic forced us to stop many of our usual activities, and radically reassess and adapt others, often at very short notice. Whilst some semblance of normality is returning, it is still unclear at this stage exactly what the next few months might look like, and lots of challenges remain.

However alongside the battles, there have also been many blessings. Our Sunday livestream and daily prayer have been watched by hundreds of people every week, from all over the globe, including many who are exploring Christian faith. Our small groups network has thrived, keeping us connected with the Lord and with one another when larger gatherings have been impossible. The enforced pause has given us a unique opportunity to take stock of our ministry and mission, and ask afresh where God is leading us. Many of you contributed to our vision survey earlier in the year, and we hope to launch our renewed church vision in the next few months. We are looking forward to Ben and Kate Rogers joining us in the next month as Ben begins as our curate, and we are exploring with the diocese how we can resource and support mission across our area as we appoint a new associate vicar to our clergy team.

I would particularly like to thank the PCC for their hard work over the past few months, managing some very difficult decisions whilst adapting to unfamiliar virtual meetings. Our PCC secretary Mary Howard has been exemplary in helping us conduct business, coping with unstable internet connections and unprecedented challenges. David Loades and Jackie Austin have been a wonderful support as always, and I am delighted that Ivan Kimble has stepped up as David's term has finished. Jennie Hodgkinson and the rest of the Sunday ministry teams have adapted brilliantly to the new technology. Mostly out of sight, our A-V team have been magnificent in setting up the equipment, and extending our capabilities. Over the last year, several of our paid staff have moved on to pastures new, and I would like to thank them for their work and wish them well for the future.

The next few months will undoubtedly be a season of rebuilding. In our Sunday gatherings, we are going to be looking at the book of Ezra, which records another period of rebuilding in the life of the people of God as they returned to Jerusalem following the exile in Babylon. Then as now, it took everyone to play their part in establishing the work. After many battles, Ezra records that when they laid the foundations for the new temple, "with praise and thanksgiving" they sang to the Lord the words at the start of this report- "He is good".

Despite all that we have been through in 2020, we can echo their song. Our God is good, and he has shown his love to us in so many ways, unexpected, undeserved and unseen. We look back with thanksgiving, and forward with expectation.

Revd William Warren

## **PCC Secretary's Report**

The PCC met 8 times in 2020 –2021, mostly via Zoom. In September 2020 we tried meeting in church, but it wasn't very successful as the mandatory social distancing and wearing of face coverings made it difficult, if not impossible, to hear people speak.

The Church Life and Growth item on each agenda looks in depth at key aspects of church life. In the past year this has included staffing, making the best use of our funds, Mission Partner payments, opening of church during the pandemic, livestreaming, the Volunteer Policy and the Associate Vicar profile and job description.

As well as an update on the Electoral Roll, each meeting receives reports and recommendations from the Standing and Finance Committee, the Treasurer, Leadership Teams, the Safeguarding and Health and Safety Leads, the Treasurer and Diocesan and Deanery Synods (when they have met in the preceding month). PCC also receives reports on the General Synod from Caroline Herbert, a Diocesan representative.

The Treasurer's Report is always a main item on the PCC Agenda. The PCC are trustees and, as such, have a duty to be good stewards of our finances. In this past year PCC have had to make some painful and difficult decisions about our finances, including staff redundancies and not making financial payments to our Mission Partners. However, we now have a balanced but frugal budget.

Standing and Finance is the steering committee of PCC and is prescribed by Church Representation Rules. In order to make the best use of PCC time and to maximize efficiency and good governance the Standing and Finance Committee meets monthly to look at recommendations from the previous meeting and from the Leadership Teams, to ensure that items requiring further work are picked up, and to draw up the PCC agenda.

The Leadership Teams carry out in-depth work in areas where they have expertise and interest, before making recommendations to PCC. All PCC members are expected to serve on a Leadership Team and others, not on PCC, may be co-opted where relevant. Our present structure now comprises:

- Communications
- Youth
- Fabric
- Mission (the Mission Leadership and Children and Families Leadership Teams are now working together)

In the last year, the Fabric Leadership Team has met twice and continues to oversee our buildings. Mission Leadership Team has met 5 times and is planning a Family Activity Morning at the end of June and Beach Fest in the summer holidays.

Attendance has been excellent throughout the year and PCC members have risen to the challenge of Zoom meetings, and the subsequent ratification of decisions by email, required by Church Representation Rules. I am very grateful to members for their commitment and faithfulness.

The PCC has complied in 2020 - 2021 in all respects with the House of Bishops' guidance on safeguarding as required by s5 of the Safeguarding and Clergy Discipline Measure 2016.

**Mary Howard, PCC Secretary**

## **Fabric Report 2021**

This report covers, in brief terms, various works carried out to the buildings, either owned by Cromer Church, or for which the Church is responsible, during the calendar year of 2020 (as opposed to March 2020 to March 2021). Due to the effects of the Covid-10 pandemic, and the various lockdowns from March 2020, and restrictions which are still imposed, as at end of 1<sup>st</sup> week of May 2021, very little work has taken place, all buildings apart from the Parish Church being closed, and the church itself only being open for restricted use for a few months during the year. This Report does not cover day to day repair works.

### **Parish Church**

The works carried out during the year are:-

- Repair of south roof slope to Nave following storm damage late September. This was claimed against the church's insurance. In carrying out the work it was discovered that the lead back gutter at the base of the roof, behind the parapet wall, had failed and was leaking, not related to the storm damage. This was sealed on a temporary basis, and the element of the leadwork is being replaced in May 2021.
- Repair works to the warm air heating system, due to corrosion of sections of the heater structure. Nick Claridge has spent a large amount of time during the year working with the engineers to investigate faults, most of which were as a result of corrosion to the weatherproof outer structure, access to which has provide to be difficult. Nick has continued to liaise with the manufacturers regarding replacement of the affected parts and has succeeded in obtaining a contribution to the costs. In order to access the heater enabling works are required as regards the gas meter enclosure, some of which took place in 2020, and some will be carried out as part of the renewal work in May/June 2021.
- Health and safety – the Wardens, as part of the Fabric Leadership Team have, through the year, been working on bringing the H & S policy, with particular reference to risk assessments and method statements related to the safe use of the parish church during the periods that it was permitted to be open for worship.
- The electrical installation was subject to the required 5 yearly test, and various matters of remedial work were brought to our attention. Nick Claridge is managing the remedial works project in 2021.
- The gas boiler serving the heating to the toilets and lounge failed and was unable to be repaired. Nick Claridge is managing the replacement of same in 2021.
- The replacement of the lighting to the church remains in the planning stage. There will be repairs carried out as part of the electrical installation remedials.

Cornerstone in the church during 2019 proved to be very successful. Although the tower was closed to visitors, it was a bonus to be able to watch the peregrine falcons bringing up their young, which added to the numbers of visitors to the cafe. It was planned to re-commence in early April 2020 but was unable to open at all in 2020 due to the restrictions.

### **St Martin's**

Dave Walker reports as follows:-

We continue to work to maintain the building in a good state of repair by keeping on top of minor defects as they arise. We were able to carry out various improvements during the year, as follows:-

- The installation of a new projection system in the church.
- The improvement of lighting in the main corridor, electric hand dryers in the toilets and a new emergency light for the main entrance.
- One heater in the church failed in October, but due to the church being closed, will be replaced in September 2021.

### **Parish Hall**

The Hall has been closed since mid March 2020 and remains closed at the present time. No work of significance was carried out. In December a community association made an attempt to have North Norfolk D.C. register the Hall as a community asset. Advice was taken from the Diocese,

including the Diocesan Solicitor, which confirmed the view that such registration could detrimentally affect what could be done with the Hall in the future. The Diocesan Solicitor successfully resisted the application on behalf of the PCC.

### **17, Meadow Close**

The house is let, through a letting agent, under a shorthold tenancy, such that the house provides an income to the Church whilst it is not required for a member of the Ministry Team. It therefore remains able to be made available for a future church worker, should the need arise. Various minor works of maintenance took place, as required, and arranged by the letting agent.

### **Generally**

The overall condition of the buildings continues to be good. We are conscious of the fact that we are merely custodians 'for the time being' of the buildings in our care, and it is our hope to be able to pass them on to the next generation in better condition than we received them. This is, however, quite a task, taking into account the size of the buildings. The Fabric Leadership Group continues to meet quarterly to discuss the needs of our buildings in detail, and to prepare recommendations to PCC for the repairs needed to our buildings.

**Simon Purslow, May 2021**

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### **Safeguarding Report APCM 2021**

Safeguarding Children, Young People and Vulnerable Adults in the Cromer Church family is of the utmost importance. PCC complies with the duty to have 'due regard' to the House of Bishops' guidance in relation to safeguarding, Notices are displayed in each building and the correct practices are followed.

We need to record our thanks to Rebecca Westall for her sterling work as Parish Safeguarding Officer for Children and Young People. Rebecca stood down from this role since the last APCM, which is now held by Sue Brocklehurst. Alison Orsborne still holds the role of PSO for Vulnerable Adults. The Safeguarding notices on our website have been amended appropriately.

There has been new Guidance issued for PCCs on Reporting Serious Incidents. PCC has implemented this Guidance. We have also implemented a policy which we have written to provide guidance on safeguarding during live-streaming of services. Cromer Church's Safeguarding Policy and Safeguarding Guidelines have both been updated.

In 2020 there were 119 on our list of people with DBS clearance. In 2021 there are 117 names on the list. 24 people have come off the list for various reasons and there have been several new applications. It's also worth noting that several people have more than one role which needs a DBS check.

**Alison Orsborne May 2021**

## **Repps Deanery Synod**

Deanery Synod aims to promote Mission in the Deanery. Our Deanery, Repps, extends from Mundesley to Sheringham, plus some inland rural parishes. As well as the Licensed Clergy, Cromer's representatives on Synod are Anne Cottingham, Mary Howard and Sue Wells. David Anderson and David Osborne as members of Diocesan Synod are ex officio members of Deanery Synod. 2020 should have been an election year but that didn't happen because of the pandemic, therefore Cromer's representatives have served for an extra year.

Last autumn, Canon Christian Heycocks stepped down as Rural Dean after 6 years of wise leadership. As the Rural Dean of Holt Deanery was also standing down, the Diocese decided that Holt and Repps should work alongside each other for an experimental period. In October 2020, Revd Richard Lawry of Glaven Valley Benefice was installed as Rural Dean of Holt and Repps, with Revd Will Warren as Assistant Rural Dean. The Lay Chairs, at time of writing, continue to be Tricia Temple-Crowe (Holt) and Mary Howard (Repps).

In the last year, Synod has met twice:

- February 2020 at St Martin's Overstrand with a presentation by the Diocesan Parish Funding Support Officer, Robert Culyer.
- January 2021 – a joint Zoom meeting with Holt Deanery, mainly devoted to getting to know each other.

In between lockdowns, on 24 September 2020, Bishop Graham was finally able to make a postponed visit to Repps Deanery. This culminated with a service at Cromer Church.

2021 is an election year and I encourage you to prayerfully consider if you might stand for Deanery Synod.

**Mary Howard, Deanery Lay Chair**