

CROMER PAROCHIAL CHURCH COUNCIL

**Minutes of a meeting of the Parochial Church Council
held on Thursday 26th March 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, Sarah McCandlish, David Osborne, Simon Purslow, Doug Tuthill and Eileen Woodfield.

P2603-01 Bible Study and Prayer

SP led PCC in a time of sung worship and WW led a short study on John 8v12 noting that light in the scriptures is often the symbol of God's presence, Messiah's glory and the Spirit's power to dispel spiritual darkness. Jesus invites us all to walk in the light; to follow him, to trust him and to obey him. This was followed by a time of prayer.

P2603-02 Apologies for absence

Apologies for absence were received from Hazel Mardlin and Jon Mardlin.

P2603-03 Declarations of Interest

SP declared an interest in item 5, the Building for People Project, as he is paid a fee for his professional work on the project.

P2603-04 Minutes

The minutes of the PCC meeting held on 26th February 2026 were unanimously **APPROVED** as an accurate record and were signed by the Chair. There were no matters arising.

The minutes of the special PCC meeting held on 19th March 2026 were unanimously **APPROVED** as an accurate record and were signed by the Chair. The vote taken by correspondence following that meeting was **RATIFIED** unanimously. The interviews for the Associate Vicar post took place earlier in the day. A further briefing for PCC members will follow in due course. There were no other matters arising.

The minutes of the Standing and Finance Committee (S&F) meeting held on 12th March 2026 were **RECEIVED**. There were no matters arising.

P2603-05 Building for People Project update

IK and SP reported that there had been three significant developments since the previous meeting:

The bid to have the Parish Hall declared an Asset of Community Value had been unsuccessful.

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The (Planning) Pre-Application report has been returned. The document has some issues that we need to respond to, and some things to think about but, overall, the tone is positive. Members thanked SP for his work on this so far.

As a result of recent consultation with the DAC, the Chancellor and Historic England, the steering group has revised the plans to address the issues raised. The changes will, potentially, offer some cost savings.

Further work is needed to cost some of the changes, and an updated Feasibility Report and full briefing about the changes will be brought to PCC in May.

P2603-06 **APCM Matters**

The annual accounts had been returned from the External Examiner. Members voted unanimously to **ADOPT** them.

The PSOs presented their report, which was **NOTED** and their current Action Plan, which was **AGREED**. Members voted unanimously to **RATIFY ADOPTION** of the Safeguarding Policy and Procedures and adherence to the relevant Church of England policies and guidelines. Members voted unanimously to **APPROVE** the list of persons holding DBS certificates for work with children and vulnerable adults.

The revised Health and Safety Policy was unanimously **ADOPTED**.

The churchwardens reported that the Inventory and Terrier had been updated, and this was **NOTED**.

These items will be included in reports to the APCM.

P2603-07 **St Martin's Oversight Team**

Members unanimously **AGREED** that the Terms of Reference for the proposed Oversight Team for St Martin's, as agreed at previous meetings, should be sent to the APCM for information and discussion.

WW will check and, if necessary, update the Terms of Reference to ensure that the latest version is attached to the proposal.

WW will send an explanatory letter to all members of the Electoral Roll ahead of the APCM and will also host a Q&A session at St Martin's on 19th April to ensure that the congregation there have a chance to understand the proposal. ACTION: WW

P2603-08 **Conduct of elections**

Members unanimously **AGREED** that the proposal to create a scheme requiring that nominations for PCC and Deanery Synod elections should be received no later than seven days before the APCM should be sent to the APCM for discussion and decision. If approved by the necessary majority at the APCM this would need to go to the Bishop's Council of Trustees to be ratified as required by the Church Representation Rules and would come into effect for the APCM in 2027.

P2603-09 **Finance**

Having adopted the accounts earlier in the meeting, there was nothing further to report.

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P2603-10 **Communion Assistants**

PCC **unanimously APPROVED** Anna Coghlan to act as Communion Assistant in church, subject to completion of the necessary paperwork and the required training.

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

P2603-11 **2026 Organ recital series**

PCC **NOTED** the dates and information provided for the 2026 Organ Recital series and **unanimously APPROVED** the fee structure and **APPROVED** the recitals as church events for insurance purposes.

Members considered the request to increase the budget to cover the recitalists' fees at a cost of £1,825 in line with previous PCC policy. After discussion, members declined the request and **AGREED** (11 voting in favour, 1 against and 1 abstaining) to stick to the previously agreed budget figure of £1,000.

Members recorded their warm thanks to Tim Moon for his outstanding work to put together this summer's programme. The Secretary will pass this on. ACTION: DO

P2603-12 **PCC Dates**

Members **AGREED** the proposed schedule of PCC and Standing and Finance Committee meetings for the period May 2026 to April 2027. This will be sent to members and others following the elections at the APCM.

ACTION: DO

P2603-13 **Correspondence**

Members **unanimously AGREED** to put on hold 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 until further discussion with and within the family has taken place, and an appropriate policy has been drawn up and agreed.

Members **unanimously AGREED** to the request from Cromer Town Council asking to replace the flagpole in the churchyard. This is subject to the Council successfully petitioning for a Faculty and seeking Planning Permission (if required). PCC **AGREED** to review its policy on flags in the churchyard and to update it, if necessary.

PCC **NOTED**, with some sadness, the recent closure of the Cromer Branch of Mothers' Union and thanked all those who had led and supported its work in the past few years.

P2603-14 **Reports**

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

The Electoral Roll Report was **RECEIVED**. The Roll currently stands at 250.

A report on the General Synod's February Group of Sessions, produced by Caroline Herbert, was **RECEIVED**. This will be the last of Caroline's reports as she is standing down from General Synod in the summer. PCC recorded thanks for her important ministry as a Synod member and for her faithfulness in producing the reports. The Secretary will pass this on.

ACTION: DO

P2603-15 **Review of the meeting**

Good timekeeping, a well-structured agenda and good engagement with the items covered were the main issues noted.

The meeting closed with The Grace at 9.42 p.m.