

CROMER PAROCHIAL CHURCH COUNCIL

Minutes of a meeting of the Parochial Church Council held on 03 October 2019 at St Martin's

Those present:

Revd W Warren	Mr S Fenn	Mrs A Orsborne
Mrs J Austin	Mr D Loades	Mr D Masters
Mr B Wigg	Mrs M Howard	Miss A Cottingham
Mr D Orsborne	Dr R Beare	Dr P Beazley
Mr P Bennett	Mrs J Boyle	Ms A Coghlan
Mr N Dawson	Mr R Hopkins	Mr R Loten
Mrs S Morter	Mr T Morton	Mrs M Pallister
Mr J Platten	Mr S Purslow	Miss S Wells

1. WELCOME AND APOLOGIES

The meeting was chaired by Revd Will Warren. Apologies were received from Revd J Hodgkinson, Mr D Anderson, Mr M Brown and Mr J Hodgkinson.

2. OPENING WORSHIP

Prayer, worship and a reading and reflection from Acts 2: 42 - 47 were led by Revd Will Warren and Simon Purslow.

The reflection included the following points:

- Acts 2: 42 – 47 provided a picture of a Spirit-filled church.
- The early Christians were growing in understanding.
- They were growing in fellowship – a people working together and committed to one another. Our love for each other should make people sit up and take notice! Is this true of Cromer Church?
- They were growing in prayer. Prayer is a privilege, and the gateway to God's power. As PCC, we share in the leadership of Cromer Church. This includes the spiritual leadership, and we have the responsibility to pray.
- They were growing in number. People couldn't help but be drawn to the early Christians, and thence to the Lord. Drawing people to Himself is the Lord's work. We need to be recovering that sense of expectation that He will do it and should pray that the Lord will warm us up spiritually.

Discussion

- i. In the early church the Lord added to their number, but they were also being proactive. We should do likewise. (David Masters)
- a) For non-Christian people, Christians are their Bible. We need to be mindful of this. (David Loades).

- b) Encouraging comments are written in the Visitors Book demonstrating that visitors experience more than a building because of their interaction with church members. (Jackie Austin)
- c) We need to work together to have that unity as believers that is described in Acts. (Jill Boyle)
- d) We live individualistic lives where most people have everything they need. In the early church there was probably much more practical need. (Pete Beazley)
- e) The Spirit was clearly at work in the early church, but the Christians enjoyed the favour of all the people. Are we going about God's business, looking upwards towards Him? Are grounded people experiencing God through us? (David Orsborne).

Opening Business

3. DECLARATIONS OF INTERESTS NOT PREVIOUSLY RECORDED

Ray Loten declared an interest in item 12, "Issue of additional debit card to Ray Loten".

4. MINUTES OF THE MEETING OF 25 JULY 2019

The minutes of the meeting of 25 July 2019 were agreed as a correct record and signed by the Chairman.

5. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

None

6. TO RECEIVE THE MINUTES OF THE STANDING AND FINANCE COMMITTEE OF 11 SEPTEMBER 2019

The minutes of the Standing and Finance (S & F) Committee of 11 September 2019 were received. Two corrections were noted:

- a) Yearly actions: the increase in the True Living Wage would be announced in November.
- b) Mission Partner Review: the meeting would be with Mission Partner Champions, not Mission Partners.

Church Life and Growth (Action Plan, All)

7. PRIORITIES FOR NEXT YEAR

a) Refreshing our Vision

- i. So much of what is in the Vision is good, but little seems to have resonated with the church family. Work needed to be done. The Vision had been produced some years ago and it was time to refresh it.
- ii. PCC had a part to play in this.

- iii. It was possible that work could be done in the Small Groups. Their contributions would form a basis for PCC discussions.
- iv. If we seek the Lord, we will find Him. If we seek Him for Cromer Church, we will find Him.

b) Restoring our Relationships

- i. Work was needed. Things weren't as bad as they might have been. We should give thanks for that, but not be complacent. Some people were still feeling hurt and bruised.
- ii. One of the ways forward was Discipleship.
- iii. We were growing our Pastoral Support network. Judith Anderson and Sue Wells were taking on this task with Revd Jennie Hodgkinson.

c) Reviewing our Giving

- i. Issues in the past had caused some people to withdraw their giving.
- ii. Some practical things were planned to include a Gift Day and teaching.
- iii. It wasn't just money, but time and energy that we could bring to the church. We needed to get more people involved in serving.

d) Recruiting more Staff

Our present staff were under pressure and needed more support.

Discussion

- i. Having something definite to give to encourages people to give. (Alison Osborne)
- ii. Jon Platten supported the very clear-sighted focussed priorities.
- iii. One of the pitfalls last time was that so much was asked, and the Vision was too weighty. We need something that is achievable. (Jill Boyle)
- iv. The Review Process should be taken into account in this process. (David Loades)
- v. PCC members were asked to email Revd Will Warren if they had any further thoughts.

8. Structures (David Loades and Simon Fenn) (Action Plan, Structures)

- a) The final version reflected input from PCC on 23 May.
- b) The Wardens were writing Terms of Reference for each of the groups. These documents would eventually accompany the diagram.
- c) Simon and David had done a great job. Only the test of time would establish if the diagram was absolutely right. However, it was an excellent outcome which PCC should adopt. It also fulfilled an action in the 2018 Action Plan.
- d) The Health and Safety Working Group should be added to the diagram.

- e) Simon Purslow expressed concern that the Fabric Action Group had been redesignated as Fabric Leadership Team because he believed it had an advisory rather than a leadership role. Mary Howard disagreed, saying that the Group took a strategic lead in this area and made informed recommendations to PCC. Simon Fenn said that it was a leadership team with a particular role.
- f) One of the purposes of the Structures diagram was to help the congregation understand. For this reason, initials should not be used, and titles given in full.
- g) It was a great piece of work and showed accountability.

It was unanimously **RESOLVED** to adopt the Structures diagram.

- 9. **Discipleship:** to be postponed until 24 October by which time the Discipleship Working Group would have met.

Finance (Action Plan, All)

10. Finance Report

- a) The report had been produced in the usual format but now included an appendix showing the Cornerstone Trading Account and a breakdown of Children's Outreach. Simon Fenn, as Head of Mission, said that he found the latter very helpful.
- b) The projected outturn at the end of December was likely to be a deficit of £22,000. In addition, a contingent liability had been identified that could add up to a further £5,000 to this.
- c) Bookstall and Bookstall costs: it was **AGREED** that Rachel Walker should be authorised to spend up to £11,000 without referring back to PCC. This would enable her to keep the Bookstall stocked and to buy at more favourable rates.
- d) Simon Purslow expressed concern that Designated and Restricted funds shouldn't be used to cover revenue costs, especially as much of the money had come from legacies given for specific purposes. This should be discussed when the Treasurer and other representatives attended the Benefice Support meeting with the Diocese.
- e) Simon Fenn said that expenses couldn't be trimmed any further. The only way forward was to increase income.
- f) Simon Purslow informed PCC that there had been malicious damage to some windows in the Parish Church. Repair would incur a cost.

11. Financial Guidelines and status of Finance Working Group

- a) The Guidelines were completed and ready to be signed off. There had been a small revision to include Missional Communities under Mission. The Finance Assistant was working on abridged versions for sub-budget holders. The Guidelines would be in operation by 01 January 2020.

- b) The Finance Working Group had completed its tasks and would be put on hold until further specific tasks required their input. Pete Beazley and all members of the Group were thanked for their diligent work.

12. Issue of additional debit card for Ray Loten

S & F had recently approved the issue of a debit card to the Caretaker because it would increase efficiency when buying cleaning supplies. The same principle applied to Ray Loten, as Catering Manager's Assistant, when buying supplies for Cornerstone in John Hodgkinson's absence.

It was **AGREED** that the Catering Manager's Assistant should be issued with a debit card and be an authorised signatory.

Reports (Action Plan, All)

13. Policies

Work had been done on a number of policies that we should have as a church and which would be incorporated into the Staff Handbook. When they were in place, an item would be published in the Weekly Update to alert the church family.

It was **AGREED** to adopt the following policies:

- a) Whistleblowing
- b) Complaints
- c) Equal Opportunities
- d) Drones

14. Notes from Children and Families Leadership Team 02 September

The Treasurer expressed concern about the hire of a bouncy castle by Take-a-Break Too, in particular the funding and risk assessment aspects. This raised an accountability issue and merited further investigation. Simon Fenn would follow this up. We needed to work with people and help them operate within lines of accountability, although with a heart for the Gospel.

15. Notes from Mission Leadership Team 24 July and 04 September: the notes were received.

16. Notes from Youth Leadership Team 06 September: the notes were received.

17. Safeguarding: the Diocesan Safeguarding Officer was willing to do C2 training at Cromer, date to be arranged. This could be thrown open to the Deanery.

18. General Synod July 2019: we should pray for General Synod as they wrestled with major issues, including human sexuality.

19. Electoral Roll update: the Roll stood at 296.

Closing Business

20. CORRESPONDENCE AND DATES

The following had been received from Alison Orsborne:

- a) **DBS RECEIVED:** David Green, Volunteer Youth/Children Worker; Christine Harold, Volunteer Youth/Children Worker (Renewal); David Orsborne, Small Group Leader; Gavin Fitt, Caretaker.
- b) **DBS IN PROCESS OF BEING CHECKED:** Mary Pallister, Small Group Leader; Simon Fenn, Licensed Lay Worker (Renewal); Alison Orsborne, PCC Member; Margaret Smith, Small Group Leader.
- c) **DBS no longer active:** Katie and Bethany Porter.

The meeting closed with prayer, led by Jackie Austin, and the Grace at 9.15 p.m.