

**St. Peter & St. Paul, Cudham
Archdeaconry of Bromley and Bexley
Anglican Diocese of Rochester**

**Annual Report
of the Parochial Church Council
for the year ended 31st December 2019**

Aim and purposes

St Peter and St Paul Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent, the Reverend John Musson, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. St. Peter and St. Paul is part of a United Benefice with St. Mary, Downe.

The **Mission Statement** of the Church agreed by the PCC is:

“We exist for three main purposes: Worship, Witness and Welcome:”

- To worship the living God through the Lord Jesus Christ;
- To witness to the love of Christ shown supremely in his life, death and resurrection; and
- To welcome all people into our fellowship with the love of Christ.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At St Peter and St Paul, Cudham the membership of the PCC consists of the incumbent (our vicar), churchwarden/s, treasurer, secretary, reader, deanery synod representative and members elected by those who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

During 2019 the full Cudham PCC met four times and full Cudham and Downe united PCC's met twice. One united Standing Committee meeting took place. At these meetings a variety of issues of concern and importance connected with the life of the church: missional, spiritual, financial, practical and social were discussed.

Given its wide responsibilities the PCC has two other committees dealing with the historic building and fabric of the church i.e. The Building Committee and the Friends of Cudham Church. These committees are both responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

Regular PCC agenda items included –

- planning and maintaining an overview of church services, worship and various events in the life of the church and throughout the parish, with suggestions on how our services can involve the many groups that live within our parish.
- Plans for Rev John Musson's 2019 sabbatical.
- Sunday Clubs, Messy Church and children's work.
- Renewing the vision – on-going five year united benefice plan for outreach and spiritual growth within our parish community.
- Pastoral care in the parish and the Caring Concerns Course.
- Outreach, mission and community engagement initiatives.
- Safeguarding.
- Financial statements and reports, budgets and parish pledges.
- General Data Protection Regulations (GDPR).

- On-going five year plan for building and maintenance matters involving the church, building reports and updates, improvements to church building. In agreement with the PCC questionnaires were sent to church members and the community asking for their views on suggested areas of improvements. These were analysed and will help shape our plans.
In 2019 the Cudham Sunday Club upper room was fully decorated, re-carpeted and refurbished. A new AV system was installed in Cudham Church providing up an up-to-date sound system.
- Friends of Cudham Church events and reports.
- Benefice website.
- Parish Hall reports.
- Churchyard maintenance and Churchyard Fund.

Review of the church year and calendar

Regular All Age Services, Holy Communion Services and Morning Worship Services are held at 11am on Sundays on the first four Sundays of each month. Sunday Club is held every 2nd, 3rd and 4th Sundays during the morning service for all children of Primary school age.

On 5th Sundays and some other occasions services are united, which have provided opportunities to increase friendship, fellowship and co-operation between our two congregations of Cudham and Downe and within our local communities. These united services generally alternate between our parishes and have taken place at the following times:-

- United Service, Sunday 30th June, 11am at Cudham Church with Rev Tim Edwards from the Church Society.
- United Songs of Praise Service, Sunday 25th August, 10.30am, at St Mary's, Downe.
- United Open Air Service, Sunday 6th October, 10.30am at Christmas Tree Farm, Downe in celebration of animals for St Francis Day.
- United All Soul's Service, Sunday 3rd November, 4pm at St Mary's, Downe.
- United Christingle Service, Sunday 1st December, 11am at Cudham Church.
- United All Age Holy Communion Service, Sunday 29th December, 10.30am at Cudham Church.

Services celebrated on other special dates in the church calendar were:-

- United Service, Ash Wednesday 6th March, 7.30pm at St. Mary's, Downe.
- Confirmation Service, Sunday 17th March, 6pm at Cudham Church with Bishop Simon.
- Mothering Sunday Service, 31st March, 11am at Cudham Church

Easter services

- ❖ Maundy Thursday, 18th April, 7.30pm - United Holy Communion Service at St Mary's, Downe.
- ❖ Good Friday, 19th April, 2pm Reflective Service at Cudham Church.
- ❖ Easter Day, 21st April, 11am All age Communion Service at Cudham Church.
- Harvest Thanksgiving, Harvest Service, Sunday 22nd September, 11am Cudham Church.
- Education Sunday, Holy Communion Service, 29th September, 11am at Cudham Church, involving Cudham School.
- Bible Sunday Holy Communion Service, Sunday 27th October, 11am at Cudham Church.
- Remembrance Sunday 10th November - 10.50am at Cudham Churchyard for short act of Remembrance followed by 11am service of Holy Communion.

Homegroups, Messy Church and other church events throughout 2019 –

- Homegroups continued to meet throughout the year, apart from Easter, summer holiday breaks and during Rev John Musson's sabbatical.
- Lenten course – a course entitled 'Passion' which focused on the last chapters of Luke's gospel took place at Cudham's Wednesday evening homegroup from 13th March.

- Messy Church events were held regularly during school holidays, were well attended and really enjoyed by families from Cudham and the surrounding areas. They provided an opportunity and outreach for families to receive the Christian message through artwork, singing, reading and hearing God's word. Buffet lunches were provided.
- Christmas Tree Festival was held from Saturday 30th November to Sunday 8th December in Cudham Church. A music concert took place on the evening of the 30th in the church and music was provided by the Biggin Hill Concert Band and talented soloists, which was very well received and supported. The church was open in the afternoons on weekdays and during weekends for visitors. The Festival had an increase on entry numbers compared to 2018 and displays were submitted from Cudham CofE Primary School pupils (over 60+), local clubs, organisations, businesses, families, children and individuals. Many appreciative comments from visitors were received about the creative and wonderful displays and the Festival was enjoyed by many.
- Carols by Candlelight Service, Tuesday 24th December, 4pm, saw a very full church at Cudham with some standing.
- Midnight Communion, Tuesday 24th December, 11.30pm at Cudham Church. A beautiful service appreciated by those who attended.
- Church Teas and church open, during the summer months the church was opened for Teas on nine occasions on Sundays and Bank Holiday Mondays, as well as being open for visitors weekends. Visitors appreciated the church being open and teas available and the hospitality given.

Prayers

Morning prayers were held at 9am in Cudham Church on Monday, Wednesday and Thursday and evening prayer at 5pm on Tuesday where we prayed for our parishes and neighbours.

Committees

PCC and the Standing Committee. The Standing Committee can meet between full meetings of the PCC and consists of the Incumbent, Churchwardens, Treasurer and Secretary and two other members of the PCC. It has power to transact any urgent business of the PCC, subject to any directions given by the Council.

Other Committees

The Friends of St Peter and St Paul committee (officially formed in early 2015), are well supported by the church and local community and funds have continued to be raised which have helped with the maintenance of the church building. Gary Packman continued as Chair, Val Gillingham as Secretary, and John Isbell as Treasurer. Other Committee members are Bob Gillingham, Phil Hatch, Brian MacKay, Rev John Musson, Bill Roberts and Beryl Packman. (Natalie Comley resigned in 2019).

The Building Committee continued to meet throughout the year to make decisions concerning Cudham Church building works and tree works, and give recommendations to the PCC. Rev John Musson was elected as Chair, (Helen Musson resigned as Chair in 2019). Members are Diane Kemp (Secretary), Helen Musson, Sue Everest, Helen Hill, John Isbell, and Andy Stocking. The Church along with the Friends manned a table at the Village Show (August Bank Holiday Monday) which went well and received a high number of visitors.

Church Attendance

A new Electoral Roll took place in 2019 for the parish of Cudham (required every six years) and the roll stood at 46 at the date of the APCM.

The church attendance of adults at worship on the four Sundays in October 2019 was 21, 22, 50 (which included a Thanksgiving Service) and 16. The number of children who attended the same four Sunday services was 6, 7, 8 and 6.

The average attendance on a 'normal' Sunday throughout 2019 was 24 adults and 7 children.

At Easter 2019 the number of communicants was 22 and the total number of worshippers was 34 including children.

At Christmas 2019 the Carol service on Tuesday 24th December saw a very full Church. The number of communicants for Christmas Eve and Christmas Day was 37. Total number of people attending worship at service(s) on Christmas Eve and Christmas Day was 227 (this figure also includes the Carol Service attendance).

Messy Church regularly attracts an attendance of over 15 adults and 20 children.

Occasional Offices

As well as our regular services we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. In 2019 the parish church and its ministry celebrated five baptisms, one wedding, six funeral services and three for burial of ashes and committal.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (*duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults*). Denise Angell is the Benefice Safeguarding Officer.

Cudham Church of England School Academy is part of the Aquinas Trust, with Julia Evison as Headteacher at Cudham School. Rev John Musson serves on the Advisory Council. School services took place in Cudham Church at the end of the School year, Harvest, Easter, and Christmas - these were very well supported by children and adults alike. Rev John Musson leads communion services in the school throughout the year and weekly acts of worship.

Parish Hall - The PCC also has trustee oversight for the Church Hall, Cudham Lane South, Cudham, with the day to day running in the hands of the Cudham Community Centre Trust. The PCC receives regular reports from the Trust.

General Data Protection Regulations - the PCC has acted in accordance with the General Data Protection Regulation (GDPR) which took effect in the UK from 25th May 2018, replacing the existing law on data protection (the Data Protection Act 1998). Rev John Musson is the Data Controller; Barbara Sheret Data Protection Officer.

Membership - Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM). Since 2004 the total number of members elected to the PCC is 6, or 1/10 of the Electoral Roll, whichever is the larger number. A further 2 people may be co-opted for a year. One third of those elected to the Council retire from office each year and are eligible for re-election. After the APCM the following served on the PCC:

Vicar:	The Rev John Musson	Chairperson
Churchwardens:	Sue Everest and Helen Hill	
Deanery Synod Rep:	Helen Musson until APCM 2020	

Elected Members:

Mrs Denise Angell	until APCM 2022	
Mr Michael Manthorpe	until APCM 2022	Vice Chair
Mrs Diane Kemp	until APCM 2020	
Mr Gary Packman	until APCM 2020	
Mrs Sue Nettlefold	until APCM 2021	
Mrs Barbara Sheret	co-opted until APCM 2020	Secretary
Mr John Isbell	co-opted until APCM 2020	Treasurer

The PCC extends sincere and grateful thanks to all the Church membership who work so hard to make our Church the worshipping, witnessing and welcoming community it is, and for their help and support in so many ways throughout the year.