

# The United Benefice of Holy Trinity Cuckfield and St Mary Magdalene Bolney

## Profile for the Appointment of an Incumbent

Approved by Cuckfield and Bolney PCCs  
acting jointly 11 May 2022

Diocese of Chichester  
Archdeaconry of Horsham  
Cuckfield Deanery

[www.holytrinitycuckfield.org](http://www.holytrinitycuckfield.org)  
[www.stmarymagdalenebolney.org.uk](http://www.stmarymagdalenebolney.org.uk)



Joyfully serving Jesus

**DIOCESE OF  
CHICHESTER**



THE CHURCH  
OF ENGLAND





## PROCLAIMING THE MYSTERY OF FAITH

In 2025 this diocese celebrates the 950th anniversary of witness and evangelisation from a mission base in Chichester, building on the earlier mission founded by St Wilfred, at Selsey.

2025 also marks the 1700th anniversary of the Council of Nicaea with its reminder of the formative claim upon us of the catholic creeds.

These anniversaries are more than historical footnotes. They speak powerfully about the richness of faith and mission that is our inheritance locally and universally.

Inspired by that inheritance, we seek to be a household of faith that is endlessly curious about how the Holy Scriptures and the sacraments of the New Covenant enable us to know, love and follow Jesus Christ in today's noisy and distracted world.

If God is calling you to join us in the task of proclaiming the mystery of faith in some part of this diocese, we pray that the contribution of your gifts and experience will enrich our witness and deepen your own discipleship.

Rt. Revd. Dr. Martin Warner

Bishop of Chichester

## 1. INTRODUCTION

Thank you for your interest in the vacancy for the post of Vicar of Cuckfield and Bolney.

Cuckfield and Bolney are two adjacent communities at the centre of the Diocese of Chichester, in the Deanery of Cuckfield and in the heart of Mid Sussex. They are flourishing residential communities with good access to local and regional resources.

The benefice now seeks a new incumbent to lead the parishes in preaching the gospel, administering the sacraments and providing pastoral ministry to all ages.

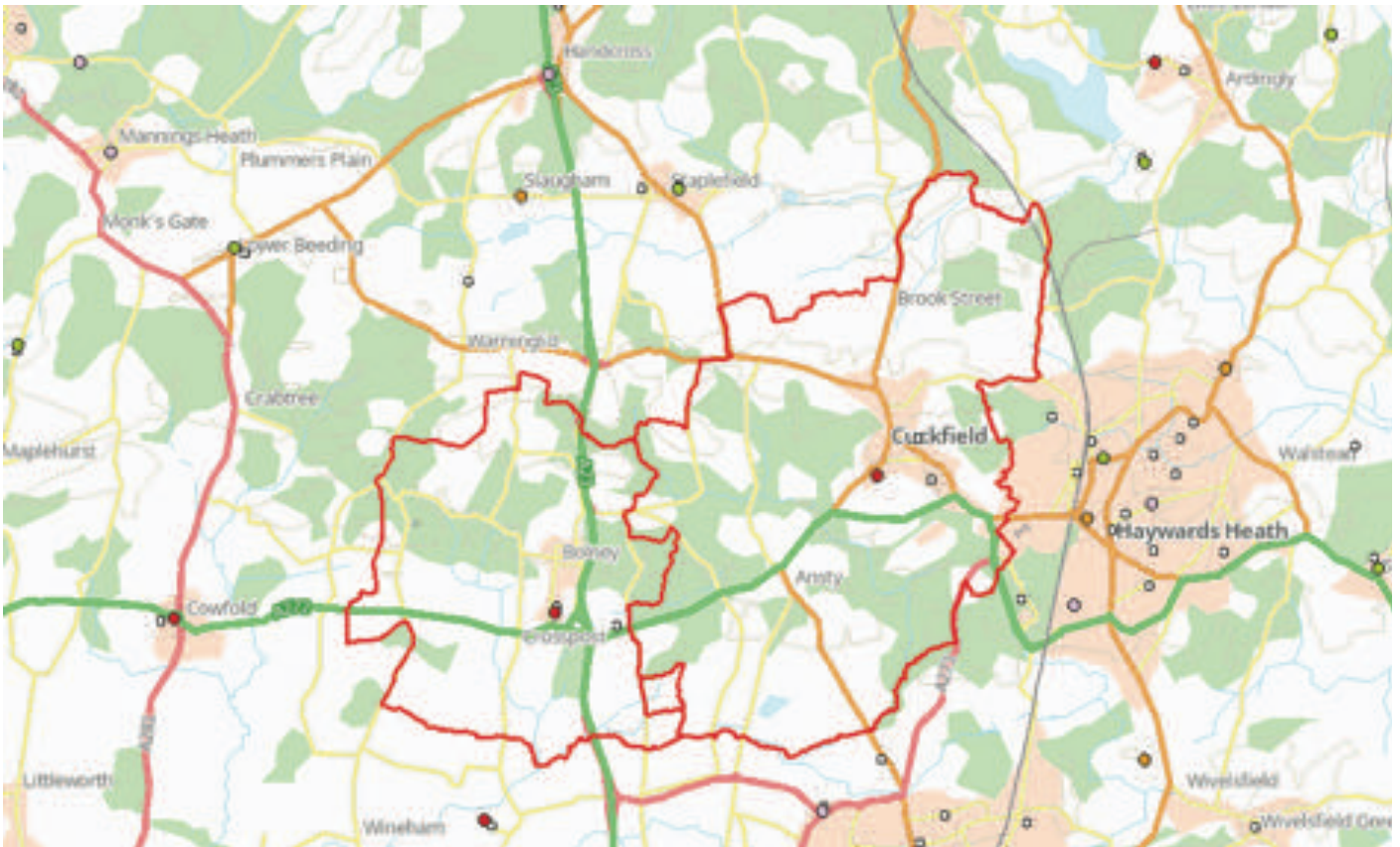
### *Our New Priest*

We are praying for someone who can lead us forward in mission because they are

- a prayerful, loving, secure, pastor who is renewed and energised by their own walk with Christ to nurture a deeper maturity of faith in us
- gifted in preaching and teaching in a personal, engaging, and inspirational way, being able to communicate using a variety of styles and formats to meet the needs of a broad range of listeners of different outlooks, ages and understanding
- sensitive to the central Eucharistic worship of both parishes, while leading and developing a diverse range of styles of worship, making church engaging, authentic and relevant for all backgrounds
- a priest with demonstrable success as a leader in mission to children and their parents; able to relate to all ages and having insight into the needs of and pressures on young families and children. Our new priest will need to have experience and passion for serving Church Schools
- a priest with the skills in team leadership to encourage, grow and equip lay people as leaders and ministers.

The primary focus of this post will be the parish of Holy Trinity, Cuckfield, with a House for Duty Associate Priest living, and providing pastoral ministry, in the parish of St Mary Magdalene, Bolney. Our new vicar will receive a very warm welcome at Cuckfield Deanery Chapter, which is a diverse, prayerful and supportive group of priests.





*map of the Benefice*

## 2. CUCKFIELD AND BOLNEY – MID SUSSEX WEALDEN COMMUNITIES

Cuckfield and Bolney are two communities in the heart of Sussex, set on the edge of the High Weald, an area of Outstanding Natural Beauty. Both are lively, vibrant, and flourishing communities, conscious of their history yet embracing the present.

The picturesque former market town of Cuckfield climbs northward from the medieval church through the busy high street towards small well planned twentieth century developments carefully sited between the older properties, parks, public houses and recreational facilities.

Cuckfield enjoys a well-developed sense of community sustained through many different organisations such as The Independent State of Cuckfield (a local charity), The Cuckfield Society, Cuckfield Museum and the Parish Council. The setting, the history and the sense of community make Cuckfield a very enjoyable place in which to live and one that is much sought after. Local recreational facilities include cricket, rugby, football, tennis, and golf.

The smaller settlement at Bolney stretches from the original housing around the church northwards towards the common. It too has seen a growth in the housing stock, an influx of younger people, now boasts a wine estate, and, thanks to the endeavours of the local community, a village centre, Rawson Hall. This has proved a great asset for the parish, providing state-of-the-art sports facilities, a stage for arts and drama, meeting rooms, and a community café which has become the hub of the village,



*Cuckfield high street with the church steeple in the background*

opening three days a week and rapidly growing in popularity.

Both Cuckfield and Bolney are mainly residential. However commercial and business activity is to be found in the neighbouring town of Haywards Heath and other central Sussex communities such as Burgess Hill, Crawley, East Grinstead or Horsham, all within easy reach. There is a wealth of pre-school provision in Cuckfield and two very good schools, Holy Trinity CE (Aided) Primary and Warden Park Academy, and a good church primary school in Bolney.

The area enjoys excellent road and rail links to London, Brighton and Gatwick and is well placed for Sussex amenities including several National Trust properties, theatre and music at Glyndebourne, Brighton and Chichester, a choice of golf clubs, hotels and restaurants, and professional football at both Brighton and Crawley.

In 2011 the population of the benefice was 5,884, 20% of whom were under the age of 15 and only 9% over the age of 75. Just under 50% of the working population of Cuckfield are in professional or managerial occupations, reflecting the educational attainment of the population, 42% having achieved a first degree or equivalent. [C of E Statistics, based on 2011 Census]





### 3. HOLY TRINITY CUCKFIELD

#### *3.1 Introductory background*

Cuckfield, the larger of the two parishes, has one Anglican church, Holy Trinity, a Grade 1 listed building described by one visitor as being filled with love, peace and beauty. There is an enthusiastic and energetic involvement of the laity in the life and work of the church, enabling it to work alongside other aspects of community life, whether in our schools, amongst our young people or supporting our elderly and infirm. This involvement is associated with a breadth of experience and a diversity of views, reflected in the provision of a wide range of liturgies and our openness to all forms of enquiry concerning religion and faith.

Both the 900-year-old Grade I listed church and the nearby Old School have been redeveloped to meet the needs of a modern parish. The reordering of Holy Trinity, completed in 2012, provides a light airy well-equipped building suitable for both liturgical and secular use, whilst preserving the best of the medieval architecture and Victorian embellishments. The Old School provides educational

and recreational facilities for the local community, as well as housing meeting rooms and the church office.

Cuckfield has a long tradition of supporting the musical life of the community, through both its liturgy and staging concerts, including a major part of the Cuckfield Music Festival.

The current number of people on the Electoral Roll is 255. As with many churches the demographic breakdown of our church membership shows a greater proportion of elderly and newly retired, and a lesser proportion of working age and younger members than in the wider community.

Until February 2022, our now retired priest led a period of sustained development and achievement for the Parish of Cuckfield including:

- Clearing an inherited debt overhang of £200,000 from the 2012 reordering;
- Moving from a 'Church Youth Club' model of outreach to the young to a job-shared Children's and Families' Lay Ministry, with particular emphasis on working with families and the local schools;
- Fostering and developing our relationship with Holy Trinity Primary School;
- Contributing extensive charitable support to the local community during lockdown (most notably to the food and hardship funds of the local Church School, and to Bewbush Academy in Crawley); while, thanks to the generous provision of houses to let by parishioners, supporting two Syrian refugee families under the government scheme and extending similar support to other refugee families in the wider area through Refugees Welcome Crawley;
- Sustaining the church community during lockdown through the online streaming of services;
- Completing the urgent refurbishment of the church's external stonework, with £200,000 raised from within the congregation, Friends of Holy Trinity Church, the wider community and from grants and benefactors such as the Kleinwort Trust; and
- Improving the liturgical context within church by the upgrading of the lighting to LED;



provision of a prayer stand, icon, and aumbry; installation of glass doors to the south porch to match those of the north porch; restoration of the Kempe south porch to improve access and light; and provision of a remotely controlled camera and wireless link for the live streaming of services and outreach, with some upgrade to the attendant sound system.

Collectively these achievements have served the mission of Joyfully Serving Jesus, helped significantly with community cohesion through lockdown, and provide a secure base for a confident moving forward with the recovery from pandemic. The parish remained solvent throughout lockdown, met its diocesan share in full, has held on to and developed its worshipping community throughout, moving seamlessly between physical attendance, Zoom only, and physical and Zoom media, as required by the pandemic and regulation. The parish has been able give 4% above its assessed share towards Parish Ministry Costs in 2022 and plans to do similarly in 2023. As with many parishes, however, COVID has taken its toll, and the task now is to re-energise the emergence from pandemic: some activities are still dormant, some have re-emerged, others will fall by the wayside, some will need reimagining and refiguring.

## 3.2 Worship

### ***Pattern of worship***

Worship is at the heart of our parish life. A broad range of Sunday and weekday liturgies is offered, reflecting the diversity of our church membership. Since the Covid 19 pandemic Sunday and a majority of weekday services have also been live-streamed via our Zoom platform.

Our normal pattern is to have a said service of Holy Communion at 8.00am, either traditional or modern language, followed at 9.45am by a Parish Eucharist, with a robed choir and including hymns and other music. At 6.00pm there is Evensong, Choral on the first Sunday and sung on the third, both also with a robed choir.

There are two principal variations from this pattern. On the third Sunday of the month the 9.45am service is a Family Eucharist for people of all ages involving young people in parts of the service. On the first Sunday following the Parish Eucharist there is additionally an informal service of worship (Family Praise) involving families and young people. Holy Baptism is normally held on the fourth Sunday at noon, although this has been extended during the recovery from the pandemic to other Sundays.





*A baptism at Holy Trinity, Cuckfield*

During the week there is a service of Morning Prayer on Mondays at 9.00am and celebrations of Holy Communion on Wednesdays at 10.30am (Common Worship – followed by coffee and cake, always popular), Thursdays at 9.00am (Celtic style with discussion) and Fridays at 11.00am (traditional language).

Currently services at Holy Trinity are attended as follows:

Sunday 8.00am Holy Communion	25
Sunday 9.45am Parish Communion	120 including 20 children
Evensong	25
Weekday services	Between 5 and 30
Easter	227 (140 communicants)
Christmas (including Crib Services)	603 (202 communicants)

The figures for Christmas and Easter are from 2021. Numbers at major festivals significantly reduced during the Covid pandemic and are now recovering well.

Over the last five years there has been an average of 9 weddings, 20 baptisms and 33 funerals (including services at crematoria) per year. A fuller statistical review of recent performance is provided as Appendix 1.



*Cuckfield youth leading a service*

### ***Enabling families to worship together***

One of the joys of the COVID restrictions has been the unexpected opening up of new ways of helping families to worship together. Parents as well as children were keen to help to lead services via Zoom during lockdown. From this we developed a new model of families worshipping together, rather than the children being in one place and their parents in another.

In addition to the Family Communion and Family Praise services at which families play an integral role, children also lead a number of seasonal services, including the Good Friday Family Service, the Advent Service of Light Service, and the Family Carol Service.

### ***Ministry Team***

For many years the Vicar of Cuckfield has been assisted in his ministry by both assistant priests and readers. Ordained assistance has mainly taken the form of non-stipendiary ministers and retired clergy with permission to officiate, although for four years we were pleased to participate in the training of a curate.

Currently there are two priests with permission to officiate associated with the parish, The Revd Stephen Caple and The Revd Canon David Tickner MBE.





*Streaming a service*



*music at Holy Trinity, Cuckfield*

There are also two Readers serving the parish, Vicky Peattie and Clive Simmonds, both of whom very much look forward to continuing their ministries under a new incumbent. Two members of the church community have also trained as authorised lay ministers, Hilary Turner-King to work with Children and Families, and Jonathan Berry in a teaching and preaching role.

### ***Serving the church***

A feature of many of our services is the involvement of the laity. There are teams of lesson readers, intercessors, altar servers and communion administrators, of sides people, sacristans and coffee servers, among others. The most recent addition has been a team to livestream our services, working both in church and at home.

### ***Music***

Music makes an important contribution to worship in Cuckfield. The 20 strong robed choir participates in the main Sunday services both morning and evening. Under the direction of the Director of Music, Richard Jenkinson, a series of special choral evening services have developed including an Advent Carol Service, Christmas Service of Lessons and Carols, "Palms and Passion" on Palm Sunday, a Festal Evensong on Trinity Sunday and a special Harvest Celebration.



Holy Trinity Choristers meets every Friday, providing younger choir members the opportunity to learn together and to socialise. Choristers are encouraged to sing at the Family Communion Service and at Festivals.

The organ, parts of which date back to 1848, has been regularly maintained and was last repaired and upgraded in 2006. There is also a grand piano, used primarily for concerts, and an electronic organ, providing a variety of different forms of accompaniment.

### ***Informal Groups***

The Parish currently has two study groups, a prayer group and a Cursillo group, all at the moment meeting online. Space for Grace meets fortnightly in church and in the Autumn of 2021 a Why course, a series of six discussions over a meal, was held in the Old School.

### ***Bells***

Cuckfield has a ring of eight bells rung regularly on Sunday mornings and usually for weddings. Six of the eight bells were re-cast from an earlier set at the Whitechapel Foundry in 1815, and two more were added to make the ring of eight. The tower is popular with visiting ringers from elsewhere in Sussex. When not being rung, the bells are connected to the church clock mechanism for the chimes and the hours. The clock itself is maintained by one of the loyal band of ringers.

## ***3.2 Outreach***

Throughout its 900 year history the church in Cuckfield has been working alongside the local community, sustaining it and helping it to grow. Today that takes the form of church members being involved in other village activities. However, there are a number of more structured opportunities for involvement, particularly but not exclusively our work with young people, through the schools and the work of our Child and Family Lay Ministers, and the work of our pastoral team.

### ***Holy Trinity CE (Aided) Primary School***

The church has been involved in the provision of education in Cuckfield for over 500 years and we are very fortunate to have such a popular, thriving village primary school that is closely linked to Holy Trinity Church. It was founded in The Old School buildings opposite the church in 1512 and it moved to the present site in Glebe Road in 1991. The school was expanded in 2019 with the addition of 8 new classrooms in a purpose-built junior part of the school and by the upgrade of



*Holy Trinity Primary children in church*

other facilities. There are now two classes in each academic year, giving a total capacity for 420 children. The school is set in 6.5 acres of land giving a variety of outdoor opportunities for recreation and education, including an outdoor classroom, the Forest School.

*"Someone who is kind & caring." \**

There are close, valued connections between

*"Someone who is friendly, chatty and approachable."*

the school, church, local community, and Diocese; and the school is highly regarded by everyone. The school values of *Perseverance, Aspiration, Respect and Teamwork* have an integral place in the whole life of the school which aspires to be a happy, confident, and caring community where children are motivated to flourish and achieve their full potential in a supportive learning environment, underpinned by a strong Christian ethos. "God is love and those who live in love live in God, and God lives in them."

*"Someone who is keen to be involved in school life."*

The most recent OFSTED inspection (2018) judged the school to be Good in all categories, whilst the last SIAMS (church) inspection (2015) graded the school as outstanding. Today, the strong leadership of Head Teacher, Mrs Ann MacGregor, supported by an excellent senior leadership team, drives the school forward, building a committed and dedicated team who enjoy the enthusiastic support of parents.

The relationship with the Church is at the core of the school, supporting the school's Christian ethos and values. There is regular weekly worship in the school led by the vicar, or other members of the ministry team. Children prepare for and attend special services in the church, for Harvest, Christmas, Easter, and the Leavers' service, whilst Key Stage 2 pupils are involved in a celebration of the Eucharist in church each term. The vicar of Holy Trinity Church is the ex-officio Foundation Governor of the school.

*"Someone who is good at telling stories from the Bible."*

*\* These quotations are replies from the pupils and staff at Holy Trinity Primary School when asked what they were looking for in our new priest.*

The school has managed the challenges of the Covid pandemic well, providing, with the help of the church community, food for families in need and much appreciated virtual learning for children when this was necessary. The school and Governing Body are committed to continuing to provide a strong Christian education in Cuckfield and look forward to achieving this with the help of the new incumbent.

*“Someone who is patient and a good listener.”*

### ***Children and Families Ministry***



*craft activities*



Children and Families are at the heart of our ministry at Holy Trinity. In June 2019 the PCC appointed two part-time Children and Family Lay Ministers to develop our work with young people and their families. Although the pandemic curtailed their work it was possible to develop new initiatives including leading life skills lessons at Warden Park Academy, running a Positive Parenting Course at Holy Trinity Primary School, setting up a Church Youth Club, holding reunion parties for Year 6 leavers from Holy Trinity Primary School during their first term at secondary school, meeting with families at Baptisms and connecting with parish families by running various holiday craft activities.

Although a different approach was needed during lockdown, it was still possible to engage with families through initiatives such as “Inspired Ideas Online”, giving ideas of crafts, sports, science activities, and seasonal trails around the village and the churchyard, combining a treasure hunt with a Christian message.

Cuckfield is a sports hub which puts competing demands on many of our church



families, particularly on a Sunday. To give families greater opportunity to worship together we are looking to develop Messy Church or Wild Worship opportunities each half term at the primary school and again on second and fourth Sundays.

The PCC, aware of the many opportunities in the community to grow this work with young people and their families, is hoping to be able to appoint a full-time CFLM to work with the new incumbent to enable God's love to be shared with even more people within our community.



*coffee morning*

### ***Pastoral***

All we do at Holy Trinity has an element of Pastoral Care and forms an integral relationship between our congregation and the local community.

The Pastoral Committee consists of a team of lay people who, in addition to the Vicar, Wardens and Safeguarding Officer initiate appropriate responses to pastoral requests or needs. Visits, including home communion, have now resumed following current Covid and Safeguarding regulations.

Each year a service of Commemoration and Thanksgiving is held for the recently bereaved, followed by refreshments. Support is also given to Baptism families and wedding couples through food and fellowship.

In addition to special collections, needy families are supported each week by food deliveries to Holy Trinity School, Bewbush Academy and Family Support Work.

### ***Marriage Preparation***

For many years Holy Trinity has had a ministry to couples preparing to get married, offering a one-day workshop each spring led by married couples from the congregation, supported by a member of the clergy. Currently the material used is that from Holy Trinity Brompton, curtailing the material a little to fit the one-day format. Guest couples can make use of a book which they are given to help review any issues not covered during the day.

There are usually about 8 couples, some of whom may be from other churches in the Deanery. The day is supported by the Church Catering Group, who handle the catering for lunch. This is a joyous and important ministry, which mixes serious topics with a fair degree of laughter and great food, and it blesses all involved, guests, hosts and support team.

### ***Men's Group***

Holy Trinity Men's Group was set up in 2011 to provide an opportunity for men to meet socially. Although many of the members currently on the mailing list have links with the church, the groups monthly meetings are open to all.

The group, which now includes men from the parish of Bolney, meets for meals at the White Harte in Cuckfield and the Eight Bells in Bolney. Other venues are used for bowls, skittles, watching cricket and other activities.

### ***Solos (Sunday) Lunch***

Solos (Sunday) Lunch was started over 35 years ago by the then vicar and his wife for people living on their own. When the vicar left 'Solos' was taken up by other parishioners and it has now grown in number to about 25 people.

The lunch, which is open to all, takes place once a month in the Old School and we have a band of volunteers to cook and wash up. The 'Soloists' would be the first to say how much they enjoy a Sunday Lunch in company.

### ***Cottage Homes***

The Cuckfield Cottage Homes Trust was founded in 1881 by the daughter of a former Vicar of Cuckfield. The homes, a row of three cottages, sub-divided into six flats, opened in 1882 as classic Anglican alms-houses, providing accommodation for retired agricultural workers and servants from the parish. Under the new deed of 2007 the area of benefit has been extended to Cuckfield Deanery and the beneficiary class to those in need, hardship or distress, aged over 60, of any Christian denomination, while maintaining where justified a preference for Anglicans from the parish of Cuckfield. Under the new deed the Vicar continues as the sole appointee of the six nominated trustees and is ex officio chair of the Trust (although the new deed does give him or her the right to decline to chair).

There is currently a full complement of trustees, and all six homes are occupied. The homes are in reasonably good repair and the trust maintains a satisfactory budget position. There is no financial



*Cottage Homes in the snow*

support from the PCC, the trust's income being from residents' maintenance contributions and occasional donations from external funders. The trustees meet about three times a year.

### ***Links with other Local Churches***

The Benefice of Cuckfield and Bolney is part of the Western Cluster of parishes within the Cuckfield Deanery Synod, comprising Balcombe, Bolney, Cuckfield, Slaugham and Staplefield. There is an active Baptist Church within Cuckfield, partnered with The Fellowship of Independent Evangelical Churches, the pastor of which contributes to the regular worship of Holy Trinity School.

### ***Supporting Others***

We are committed to supporting those in our own community and in developing countries who suffer the effects of deprivation, war, and injustice and we donate from our regular annual income to charities in the UK and overseas who help people suffering extreme hardship. In 2021 we supported Family Support Work, Crawley Open House, Tariro, Vision Rescue, and Samara's Aid. Throughout the year we hold additional appeals and fundraising events to supplement our support to these charities further and also have a regular Fifth Sunday collection in support of specific local charities.



The people of Cuckfield are extremely generous. In addition to the financial giving the regular food collection for Family Support Work has expanded during the pandemic to include Holy Trinity Primary School, enabling a large number of local families who have suffered severe financial hardship to be supported in the form of weekly food parcels. We have also supported the Bewbush Academy, one of the most socially deprived schools in Crawley, with food and other essentials.

Further support is given through events such as Christian Aid Week, MacMillan Coffee Morning, Love in a Box, and the Christmas Tree Festival. Our Advent Appeal last year was the collection of treats for Christmas hampers, toys for children and pampering items for adults. These were given to local families and distributed via FSW.

We have also helped provide accommodation for Syrian Refugee Families and have supported them as they settle into life in the UK under the Government's Vulnerable Persons' Resettlement Scheme.

We are currently looking into the possibility of establishing Holy Trinity Church as an Acts 435 Church as an additional way of helping to support those in need in our local community.

### ***Communications***

The PCC is currently reviewing its communication needs to recommend an appropriate mix of media for the post-pandemic context. This will reflect the increased use during lockdown of live-streamed services, the publication of prerecorded sermons via YouTube and Facebook, the introduction of weekly MailChimp e-newsletters, and the increasing use of our website and social media.

### ***Christmas Tree Festival***

Since 2002 a planning group of Church members has organised a highly successful Christmas Tree Festival each December. Working with a partner charity, the enthusiastic support of local organisations, businesses, and a large number of volunteers, over 75 lit and decorated Christmas trees are placed in the church during the second weekend of December. Approximately 4,000 visitors are attracted each year. Local musicians and choirs provide a continuous programme of music throughout the weekend and refreshments are served in the adjacent Old School. Net takings of approximately £10,000 are shared between the chosen charity and the Church. Regrettably the event has been cancelled for the last two Christmases because of the pandemic but the Group plans a return in full glory for 2022.



*Christmas Tree Festival*

### ***Friends of Holy Trinity Church, Cuckfield***

The “Friends” was established in 2009 to bring together sociable people who value Holy Trinity Church and wish to ensure that the building and fabric are preserved and enhanced for future generations.

The Friends’ committee, comprising elected members and representation from the PCC, meets on a regular basis to arrange an annual programme of events to raise the funds that enable it to respond to requests for financial support from the PCC and to encourage a wider awareness and appreciation of our building

As well as fund raising events, the Friends generates revenue through membership fees from those who live locally, those who have moved away and wish to retain a link, plus visitors to the Church who are inspired to join. As with the Christmas Tree Festival, fund raising has been severely curtailed in the last two years although the membership is holding strong. A full programme of fund-raising events is planned for 2022.



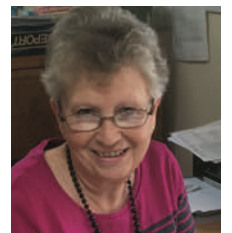
### 3.3 Resources and Administration

#### Staffing

Vicar:	<i>Vacant</i>
Associate Priests:	Revd Stephen Caple (PTO) Revd Canon David Tickner (PTO)
Readers:	Clive Simmonds Vicky Peattie
Lay Minister:	Jonathan Berry
Children and Family Lay Minister:	Charlotte Tayler (Part time)
Churchwardens:	Brian Cutler Jane Coan
PCC Secretary:	David Thunder
Treasurer:	Isobel Simmonds
Safeguarding Coordinator:	Rod Montague
Director of Music:	Richard Jenkinson
Church Office Secretary:	Gill Squires (Part time)
Old School Manager:	Peter Groves (Part time)
Church Accountant:	Zoë Richings (Part time)



*Brian Cutler*



*Gill Squires*



*Jane Coan*

#### Safeguarding

The Parish has a robust Safeguarding Policy, which is reviewed annually. The Parish Safeguarding Coordinator, Rod Montague, ensures that all staff and volunteers working with children or vulnerable adults are fully checked by the Disclosure and Barring Service before taking up their duties, and carry out Diocesan Safeguarding Training. The parish has completed Level 1 of the Simple Quality Protects (SQP) project.

#### Church Office

The Church Office in the Old School is open weekday mornings. The Church Office Secretary combines the role of Parish Administrator with that of PA to the clergy.



## ***Finance***

Cuckfield has a long history of successful planned giving campaigns, the most recent in 2021, enabling it both to fully fund its own costs and to make donations to other churches at home and overseas, and to other charities. The parish participates in the Parish Giving Scheme and, particularly since the pandemic, encourages electronic giving through the website, QR codes and a card reader in church.

Although the reordering work in 2012 strained the parish finances for a while, the parish remained able to pay its full share of Parish Ministry Costs, and the loans for the reordering work were fully repaid by early 2017. The parish is again able to make donations to other churches and charities, and in 2022 will give 4% above its full share of parish ministry costs.

The summary Statement of Financial Activity is reproduced as Appendix 2, and the Annual Report and Accounts is available at

<https://www.holytrinitycuckfield.org/wp-content/uploads/2022/04/FINAL-Signed-HTC-ANNUAL-REPORT-2021.pdf>





*Holy Trinity, Cuckfield*

## ***Buildings***

### *Holy Trinity*

Cuckfield Church is a Grade I listed building, parts of which are between 800 and 900 years old. The present form of the building was completed before the Reformation, although it has been internally reordered on several occasions, most recently in 2012, when underfloor heating was installed under new limestone paving, the pews replaced with chairs, the chancel extended to form a dais for a nave altar (and for concerts) and the Victorian chancel screen was moved to the base of the tower.

During the reordering opportunity was taken to install an audio-visual system including projector and retractable screen, which has been upgraded during the pandemic with the addition of facilities for live streaming our services. The church is used for concerts and other non-liturgical purposes, involving the wider community in the life of the church, and generating a modest income to offset maintenance costs.

Externally the stonework of the church was repaired and repointed in 2021, using grants from the Friends of Holy Trinity Church and other trusts and a generous bequest. The PCC is preparing to raise the necessary funds to relay the Horsham stone roof at an early date.



*The Old School*

### *Old School*

When Holy Trinity Primary School moved to its new premises in Glebe Road in the early 1990s the PCC took the opportunity to purchase the original school buildings, parts of which had probably been used as a school since the early 16th century. Sited next to the church, The Old School was redeveloped for church and community use and now provides an excellent resource, much in use by the village and Holy Trinity Church communities. The Old School is managed on behalf of the PCC by The Old School Board, and normally generates sufficient income to cover its operating, maintenance, and refurbishment costs, although this was particularly challenged by the lockdowns that resulted from the pandemic.

### *Vicarage*

The present vicarage, purchased in 2014, provides comfortable accommodation in a quiet residential road in the village. The house is built in a chalet style and has four bedrooms, three receptions plus a study with independent access. [photo overleaf]





*The Vicarage*

### ***3.4 Looking to the future***

As society begins to rebuild following the Covid 19 pandemic, the PCC is looking at how it implements its vision of the church being

- an integral part of the local community,
- serving its spiritual needs and nourishing the wellbeing of all.

The PCC is currently working on a revised strategy and action plan, the emerging elements of which include:

- the need to rebuild the life of the parish post-Covid and to nurture the spiritual life of our local community, including our work with families and young people,
- the need to develop our communication mix and channels to communicate more effectively with the whole community,
- our desire to practice responsible stewardship of all God's resources and
- the need to ensure a sustainable and ethical use of our resources and fabric, taking account of the human and financial resources we need to do this, and the need to build resilience.



*South elevation of St Mary Magdalene, Bolney*

#### **4. ST MARY MAGDALENE BOLNEY**

The Church in Bolney is situated in the southern part of the village, in one of two conservation areas, close to Bolney School and the Eight Bells pub. The Grade 1 listed building of Early English origin has had additions of a west tower in the 16th century, a stone south-facing porch in the 18th century, a north aisle in Victorian times and a vestry on the north side in the early 20th century.

A feature of the parish church is a large frequently visited open churchyard over which two public footpaths run. The PCC attaches importance to maintaining the site to a good standard for all to enjoy, and it also provides a convenient short-cut to the school and glebe field. There is substantial car parking available alongside the churchyard, dedicated disabled parking spaces adjacent to the church, and step-free wheelchair access via the west door.





*St Mary Magdalene interior*

## **4.1 Worship**

### ***Pattern of Worship***

St. Mary Magdalene is a small but welcoming congregation, who see themselves as eucharistic and middle-of-the-road in terms of churchmanship. Common Worship is followed at the weekly Sung Eucharist on Sundays at 9.30am. A midweek said Common Worship Eucharist is held on Thursday morning at 9.30am.

Additional services are held on all major festivals including Advent, Nine Lessons & Carols, Ash Wednesday, Holy Week and Ascension Day and the annual Service of Remembrance at the Village War Memorial. School assemblies are also held several times each term.



Attendance on Sunday mornings is usually between 20 and 25, and on Thursday mornings between 10 and 12.

There is a traditional and welcoming approach to family life events. In recent years the church has been a popular venue for weddings. Baptisms are encouraged and funerals invariably fill the church.

A popular Christian Women's Breakfast, organised by a member of our congregation, is held quarterly in the Eight Bells pub, attracting attendees from all parts of the parish.

### ***Ministry Team***

The ministry team at Bolney is led by the Associate Vicar, The Revd Michael Windridge assisted by an Assistant Curate, The Revd Martin Mills and a Reader, Tony Bond.

### ***Participation in Worship***

Everyone is encouraged to take part in worship. There is a long-established team who read the lessons at Sunday services with members of the congregation leading intercessions, and a group of Lay Ministers of Communion assist at the altar. Together with the Reader, they administer Home Communion when required.

### ***Music***

Bolney has a substantial and well maintained pipe organ built by T. C. Lewes in 1902 which accompanies services, together with access to a Yamaha keyboard when required.

### ***Bells***

The tower has a peal of eight bells and a regular team of ringers who practise on Friday evenings, ring on the Sunday main service, and for weddings.

## ***4.2 Outreach***

### ***Bolney C of E Primary School***

Situated next to the church and overlooking glebe land, the village primary school has been modernised to incorporate an early years unit, library and hall and was rated Good by both the most recent Ofsted & SIAMS inspections. It is attended by approximately 115 pupils and guided by the vision and Christian values of Love, Respect, Honesty and Resilience. The dedicated Religious Studies teacher uses the Understanding Christianity resource for Christian teaching which engages



*St Mary Magdalene Confirmation group*

the children, with many saying that this is their favourite lesson. An act of worship is held each day to which they are pleased to welcome guest speakers.

The school and church enjoy close links and support one another. There is a worship committee made up of year 5 and 6 pupils to ensure their ideas and opinions, as well as those of the school council, contribute to the improvement of the school. A volunteer comes in each week to lead a prayer group '*Hot Line to Heaven*' which is very popular. A Spirituality group consider and plan for the spiritual development of everyone at school and they work closely with the governing body.

The children worked hard and with much thought to create a Peace Garden where they can retreat for quiet contemplation during their school day. With the help of this group and staff, they now have a beautiful space, winning a Diocesan award in Summer 2018. The school enjoys fantastic support from parents and the community and always aims to join in with as many community events as possible.

### ***Bolney Market***

Bolney Market is a PCC initiative which is held quarterly in the Rawson Hall. Free stalls are offered

to anyone wishing to trade homemade crafts, cakes, gifts and produce with free refreshments (tea, coffee, biscuits) served. It is an opportunity for our clergy to meet and extend the hand of friendship to the entire parish, along with our dedicated team of helpers on neutral ground.

### ***Village Chapel***

Situated in Top Street and delivering a less formal, evangelical approach to Christianity led by the pastor (a former Anglican priest) and small team of elders. Relationships are good between St. Mary Magdalene and the Village Chapel and we join forces for certain events during the year such as Harvest Supper, Remembrance and carol singing around the village.

### ***Parish Magazine***

This is published as ten issues annually, is edited locally and distributed free to all village households. It is also available in the Rawson Hall, the Church, local pubs and businesses, our part-time Post Office and on-line through its own dedicated website <https://www.bolney.net/download-magazine>. Village organisations and other personnel are invited to contribute.

## ***4.3 Resources and Administration***

### ***Staffing***

Associate Vicar (House for Duty):	Revd Michael Windridge
Assistant Curate (NSM):	Revd Martin Mills (also assistant curate at St Peter's, Cowfold) Revd Ruth Bond (PTO)
Reader:	Dr Tony Bond
Churchwardens:	Susan Ayres Tim Hutchings
PCC Secretary:	Claire George
Treasurer:	Tim Hutchings
Safeguarding Officer:	Linda Barker

### ***Safeguarding***

Bolney PCC is committed to the safeguarding, care and nurture of all our members, particularly the



children and young people and we recognise that our work with children and young people is the responsibility of the whole church community and consequently safeguarding is the responsibility of everyone.

We are committed to implementing the House of Bishops' Child Protection Policy "Protecting All God's Children", 2010, and the diocesan procedures, which are based on the Children Act, and Government guidance "Working together to Safeguard Children", published in 2013.

Our Safeguarding Policy is kept under constant review and is available online.

### ***Finance***

The PCC is fortunate to be supported by 25 to 30 donors who give regularly through either the Parish Giving Scheme (PGS), monthly standing order, or Gift Aid envelopes. Donors who are not yet signed up to PGS are encouraged to join. The PCC is currently able to pay its expected parish share. The summary Statement of Financial Activity is reproduced as Appendix 3, and the Annual Report and Accounts are available at

<https://www.stmarymagdalenebolney.org.uk/info/pcc/apcm.php>

### ***Buildings***

#### *St Mary Magdalene*

In the report of the most recent quinquennial inspection (March 2018), the architect states: "... the PCC has maintained the fabric well as a result of which St. Mary Magdalene is in a good condition, reflecting the love, care and attention bestowed upon it by the PCC and parishioners. A friendly and warm welcome reflecting a loving congregation the QI revealed no major defects."

A number of recommendations were made of which the most significant is the repointing of stonework.

#### *The Vicarage*

The vicarage in Bolney is a post war detached family house close to the church and the school, providing good accommodation and appropriate office space.

## ***4.4 Looking to the Future?***

Within the parish of Bolney we are most fortunate to be served by a strong ministry team headed by The Revd Michael Windridge, all of whom give their time freely and generously to serving the local



*St Mary Magdalene tower pennant*

church and community.

Our vision, as expressed in the parish profile for St Mary Magdalene (2019), is to help the church appeal to younger families in the village, many of whom have moved here in recent years attracted by the quality of life, ease of commuting, pleasant environment and a popular school.

## Appendix 1: Performance Review Holy Trinity Cuckfield

The table below, taken from the 2021 Annual Report, gives a fuller picture of attendance at Holy Trinity over the last nine years. The statistics are drawn from the Diocesan Return of attendance at regular services, baptisms, confirmations, etc. Weekly average attendance was calculated for a week in October. The parallel attendance for Zoom services which follows, taken together with the physical attendance, shows in contrast the remarkable achievement in keeping the worshipping community together over another difficult year of pandemic.

	2021	2020	2019	2018	2017	2016	2015	2014	2013
<b>Attendances:</b>									
<b>Christmas Communion Services</b>	313	153	517	538	514	594	487	391	424
<i>of which Communicants</i>	222	121	366	378	379	348	339	259	245
<b>Christmas Crib/Stable/Nativity</b>	290	80	729	727	707	1012	1005	740	765
<b>Easter Services</b>	227	Closed	400	414	416	309	332	318	263
<i>of which Communicants</i>	140		284	299	268	198	236	225	182
<b>Weekly Average Attendance</b>	160	80	200	200	193	190	190	180	180
<i>of which Communicants</i>	120		160	155	150	158	160	135	133
<b>Electoral Roll:</b>	255	255	248	343	339	279	273	273	265
<b>Weddings:</b>	5	4	12	10	15	9	18	28	10
<b>Baptisms:</b>	26	8	22	31	35	43	40	33	28
<b>Confirmation Candidates:</b>	0	0	0	6	0	3	0	9	5
<b>Funerals:</b>	33	35	28	29	43	26	30	23	35

Over 2021, in parallel to physical attendance, 223 services were either held exclusively on Zoom or live streamed via Zoom from church, an average of 4.2 per week. In total over the year these Zoom services facilitated 5,694 participants, reached via some 4,654 connections to the Zoom account. During the ten Sundays church was closed (10<sup>th</sup> January to 21<sup>st</sup> March), average Sunday attendance on Zoom was 124 (range 110-140). As church reopened and physical attendance in church could



grow, compensating Sunday attendance via Zoom declined from 90 in March-April, through 60-70 in May -June, to settle at a continuing 40-50 per Sunday by the end of the year.



*Holy Trinity 'Forest School' making Easter Gardens*

## Appendix 2: Holy Trinity, Cuckfield – finance summary

Statement of Financial Activities	Holy Trinity Cuckfield					
Year ended 31 <sup>st</sup> December 2021						
<b>All Funds</b>						
	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>	<b>Endowed</b>	<b>Total</b>	<b>Total</b>
	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>
	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income and endowments from:</b>						
Donations and legacies	171,654	12,632	71,529	0	255,815	204,107
Charitable activities	3,677	0	0	0	3,677	3,354
Other trading activities	1,548	30,786	4,968	0	37,302	33,563
Investments	0	11	235	0	246	525
<b>Total income</b>	<b>176,879</b>	<b>43,429</b>	<b>76,732</b>	<b>0</b>	<b>297,040</b>	<b>241,549</b>
<b>Expenditure on:</b>						
Raising funds	392	860	0	0	1,252	580
Charitable activities	172,594	49,848	120,389	0	342,831	230,540
<b>Total expenditure</b>	<b>172,986</b>	<b>50,708</b>	<b>120,389</b>	<b>0</b>	<b>344,083</b>	<b>231,120</b>
<b>Net income or (net expenditure)</b>	<b>3,893</b>	<b>(7,279)</b>	<b>(43,657)</b>	<b>0</b>	<b>(47,043)</b>	<b>10,429</b>
Transfers between funds	(8,580)	8,580	0	0	0	0
	(4,687)	1,301	(43,657)	0	(47,043)	10,429
<b>Net movement in funds</b>	<b>(4,687)</b>	<b>1,301</b>	<b>(43,657)</b>	<b>0</b>	<b>(47,043)</b>	<b>10,429</b>
Total funds brought forward	65,269	23,418	97,163	375,000	560,850	550,421
<b>Total funds carried forward</b>	<b>60,582</b>	<b>24,719</b>	<b>53,506</b>	<b>375,000</b>	<b>513,807</b>	<b>560,850</b>

*Appendix 3: St Mary Magdalene, Bolney – finance summary*

Statement of Financial Activities		St Mary Magdalene Bolney				
Year ended 31 <sup>st</sup> December 2021						
All Funds						
		Unrestricted	Designated	Restricted	Total	Total
		Funds	Funds	Funds	Funds	Funds
		2021	2021	2021	2021	2020
		£	£	£	£	£
<b>Income and endowments from:</b>						
Donations and legacies		48,337	0	5,500	53,837	42,391
Charitable activities		4,753	0	0	4,753	2,009
Other trading activities		7,285	477	0	7,762	6,450
Investments		14	0	0	14	90
<b>Total income</b>		<b>60,389</b>	<b>477</b>	<b>5,500</b>	<b>66,366</b>	<b>50,940</b>
<b>Expenditure on:</b>						
Raising funds		2,465	0	0	2,465	2,322
Charitable activities		47,341	18,368	5,500	71,209	46,926
<b>Total expenditure</b>		<b>49,806</b>	<b>18,368</b>	<b>5,500</b>	<b>73,674</b>	<b>49,248</b>
<b>Net income or (net expenditure)</b>		<b>10,583</b>	<b>(17,891)</b>	<b>0</b>	<b>(7,308)</b>	<b>1,692</b>
Transfers between funds		0	0	0	0	0
<b>Net movement in funds</b>		<b>10,583</b>	<b>(17,891)</b>	<b>0</b>	<b>(7,308)</b>	<b>1,692</b>
Total funds brought forward		8,481	12,981	3,082	24,544	22,852
<b>Total funds carried forward</b>		<b>19,064</b>	<b>(4,910)</b>	<b>3,082</b>	<b>17,236</b>	<b>24,544</b>