

**Holy Trinity Cuckfield  
Parochial Church Council  
UK Registered Charity No. 1131432**

**Minutes of the  
Annual Meeting of Parishioners  
&  
Annual Parochial Church Meeting for the Year Ended 31<sup>st</sup> December 2023**

**11.30 a.m. Sunday 26<sup>th</sup> May 2024 in Church**

1. **The Meetings opened** with prayers by the Vicar, the Revd Daniel Valentine.
2. **Attendance:** for the AMP was 46 parishioners and for the APCM 46 church members.
3. **Apologies:** Jackie Allcock, Jane Berkeley, Christine Best, Terry Bevan, Janice Brinley Codd, Val Diprose, Paul Johnson, Eileen MacDougall, Vicky Peattie, Carolyn Ponder
4. **Minutes:** of the Meetings held on Sunday 21<sup>st</sup> May 2023 were approved, proposed David Thunder, seconded Wendy Bloomer, and signed by the Chairman.

**Annual Meeting of Parishioners for the Election of Churchwardens:**

5. The motion waiving the rule requiring six years' maximum service for churchwardens before a year off was again renewed, proposed David Thunder, seconded Sue Towns, carried *nem con*.
6. The Revd Daniel Valentine, in receipt of two nominations before the start of the meeting, declared Jane Coan and Brian Cutler duly elected by assent unopposed and to acclaim. Brian Cutler gave notice to the annual meeting that this would be his last year of service.

**Annual Parochial Church Meeting:**

**Annual Report & Financial Statements for the Year Ending 31<sup>st</sup> December 2023**

7. The Chairman, the Revd Daniel Valentine, introduced and gave a brief overview of the Annual Review, thanking everyone for the hard work in supporting the parish during the vacancy and expressing his delight and satisfaction at being the new Vicar of Cuckfield.

Turning to the Financial Reports, the Treasurer, Isobel Simmonds, commented that income in 2023, omitting the extremely generous legacies received in the year, showed pledged giving and tax recovery down by some £21,000 over the past two years; and despite a small increase in collections, donations, fees and other income, and the £14,000 increase from other activities, there was an operating loss in the year, demonstration of the need for a stewardship renewal campaign in the autumn. Overall, that was not a case for panic, and the Chairman pointed out how well off this parish was compared with the parishes he had previously experienced.

The Report and Accounts were received *nem con* on a motion from Rod Montague, seconded Paul Goldfinch.

**Appointment of the Independent Examiner for the Year Ended 31<sup>st</sup> December 2023**

8. Jane Coan proposed, Hilary Tuner-King seconded, the reappointment of Amy Beecroft for 2024, motion carried *nem con*.

**Churchwardens' Fabric Report**

9. Brian Cutler reported repairs to south roof in February 2023, an electrical condition report in May, followed by some remedial work in July; boiler maintenance was carried out in September, and some repairs in November. Further repairs to guttering and roof to deal with the water ingress in the Vestry had now been approved and would be completed shortly.

**Churchwardens' Report on Inventory Changes**

10. Brian Cutler reported acquisition of 15 small GoPack tables and a trolley, along with 32 young people's stackable chairs to help with children's work in church. Two processional candleholders had to be recorded as missing. The inventory and logbook were approved *nem con* on a motion from Clive Simmonds, seconded Rod Montague.

### **Report of the Electoral Roll Officer**

11. David Thunder, Electoral Roll Officer, reported a net figure of 264, a net increase of 6 on the previous year and the highest for six years.

### **Report on Safeguarding**

12. Rod Montague, Safeguarding Co-Ordinator, reported that the PCC had complied with its duty under *Section 5 of the Safeguarding and Clergy Discipline Measure 2016* (to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Everyone working with children or vulnerable adults had a current DBS Certificate. In addition to the two clergy with PTO, there were 71 active DBS Certificates in place and included all PCC and Old School Board members.

The Safeguarding Coordinator reported to every PCC meeting; the parish Safeguarding Policy was renewed on a motion from Dick Whidborne and Isobel Simmonds, *nem con*; and would be signed at the next PCC meeting for posting in the Church Porch, the Church website, and with the Diocesan Safeguarding Officer.

### **13. Report on the Cuckfield Deanery Synod**

Isobel Simmonds reported the wide range of meetings held over the year which are open to all: 'Courageous Discipleship', speaker Bishop Ruth Bushyager, Bishop of Horsham; a talk by Stephen Argent (Reader, Scaynes Hill); agreement in principle of the draft Deanery Mission Action Plan (MAP). The Deanery Finance Meeting for PCC Treasurers with Diocesan representatives was held on 19<sup>th</sup> October 2023 in a joint meeting with Hurst Deanery.

Isobel Simmonds, member of Deanery Synod Standing Committee for the past ten years, had also been Deanery Treasurer since June 2021.

Report received *nem con* on a motion from Dick Whidborne, seconded Rod Montague.

### **Election of Lay Members to the Parochial Church Council**

14. The Chairman thanked retirees by rotation from the PCC, and four nominations had been received for the four PCC places to 2027, viz., Kate Berry, Jonathan Berry, David Thunder, Hilary Turner-King; and there being no other candidates, these were declared duly elected to serve.

### **Election of Members to the Deanery Synod**

15. There were no nominations for the one remaining vacancy on Deanery Synod to 2026, which returned to the PCC to fill as a casual vacancy.

### **Any Other Business**

16. The Chair agreed in answer to a suggestion from the floor that a copy of the PCC minutes could be made available in church.

### **Votes of Thanks**

17. The Chairman gave a vote of thanks to the Churchwardens, PCC Secretary, the Treasurer, Readers and everyone for their support. Brian Cutler responding, thanked the Vicar for the leadership, direction and challenging vision he was bringing to the parish in showing the way forward.

### **Date of the 2025 Annual Meetings**

18. The next Annual Meeting and APCM will be held at **11.30 a.m. on Sunday 18<sup>th</sup> May 2025.**

*The meeting closed with the Grace.*