



The Parish of Cheam, Cheam, Surrey



**Annual Report 2020
and
Financial Statements
of the
Parochial Church Council
For the year ended 31 December 2020**

Administrative information

We are a Team Ministry in the modern catholic tradition, where the historic truths about our faith are held dear and preserved. We are open, inclusive churches, where everyone is welcome to come and worship God no matter where they are on their personal pilgrimage.

Correspondence Addresses as follows:

Reg.Charity No. 1134780

St Dunstan's: Church Road, Cheam, Surrey, SM3 8QN

St Alban's: Elmbrook Road, Sutton, Surrey, SM1 2JF

St Oswald's: Brocks Drive, Nth Cheam, Surrey, SM3 9UW

The following served as members of the PCC, from the beginning of the Financial Year to the signing of these Statements or an earlier date if resigned their positions:

<i>Team Rector:</i>	The Rev'd Dr Nicholas Peacock	(from 25 July 2019)
<i>Team Vicar</i>	The Rev'd Beth Lewis	(from 15 October 2020)
<i>Team Curate</i>	vacancy	
<i>Church Wardens:</i>	Mr Barrie Kinchington	St Dunstan's <i>appointed April 2018</i>
	Mrs Jane Dourado	" <i>appointed April 2019</i>
	Mrs Carol Adams	St Alban's <i>appointed April 2019</i>
	Mr Thomas Shrimpton/ Mr Austen Lucas	" <i>appointed April 2019</i>
	Mr Bryan Hopper	St Oswald's <i>appointed April 2019</i>
	Mr Paul Thomas	" <i>appointed April 2019</i>
<i>Treasurer:</i>	Mrs Karen Adorjan	St Dunstan's
<i>Deanery Synod until April 2023:</i>	Mr David Drane	St Dunstan's
	Mrs Laura Drane	"
	vacancy	"
	Mrs Gillian Graystone	St Alban's
	vacancy"
	Mr Graham Andrew	St Oswald's
	Mrs Claire Winfield	"
<i>Hon. Secretary:</i>	Mrs Dian Taylor	<i>appointed April 2012</i>
<i>Elected Members:</i>	Mr Ian Graystone	St Alban's
<i>Term of office to April 2023</i>	Mrs Amanda Shrimpton	"
<i>Term of office to April 2021</i>	Mrs Julia Hey	St Dunstan's
	Mrs Joanne McCandlish	"
	Mrs Dian Taylor	"
	Vacancy	"
<i>Term of office to April 2022</i>	Mrs Fiona Webster	St Oswald's
	vacancy"
	Mrs Diane Haddock (lay reader)	

The PCC Independent Examiner is: Community Action Sutton. The PCC Bankers are: Barclays Bank, Sutton Branch

Structure, Governance and Management

The Cheam Team is part of the Diocese of Southwark within the Church of England, and in the Deanery of Sutton.

Role of the Parochial Church Council

The Parochial Church Council (PCC) is the decision-making and recognised statutory body of the Cheam Team Ministry.

Under Church Representation Rules, the Annual Accounts are presented by the PCC, having previously been passed by the various DCCs.

The PCC is a registered charity, number 1134780

Members of the DCCs are either ex officio or elected by the Annual District Church Meetings or Annual Parochial Church Meeting in accordance with the Church Representation Rules.

Organisation

The PCC operates through the District Church Councils, which meet between full meetings of the PCC.

Objectives, Activities, Achievements and Performance

The primary objective of the Cheam Team Ministry is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.

The Parochial Church Council has the responsibility of co-operating with the Team Rector, in promoting the whole mission of the church; pastoral, evangelistic, social and ecumenical; it also has the maintenance responsibilities for the Parish's property.

Risk Management

Health & Safety Management Systems are in place in all three churches along with Ecclesiastical Insurance Policy and Procedures and following their recommendations along with Diocesan Procedures in Safeguarding.

Safeguarding: Sarah Jones, Parish Safeguarding Officer and St Dunstan's Safeguarding Officer

Due to Covid 19 my role has been very quiet over the last year.

Now that restrictions are starting to lift, I am going to arrange a meeting with Louise Page to start to look at ways in which she can help with certain safeguarding tasks as mentioned in my previous report. I am hoping to have something in the diary for late June when all restrictions have been removed.

I continue to keep track of DBS certificate and do have certificate that have or are about to expire. I will be working over the next few weeks to contact the relevant people and arrange for checks to be done. I will follow the updated guidelines issued by the Diocese.

I will carry forward the safeguarding training date for the Parish. Once the current situation with Covid19 allows for larger gatherings I will explore the options available and whether we can include other local churches to ensure we have the numbers.

We can continue to use the online training if required for anyone taking up a new volunteer post.

We will wait to hear if there will be any audits this year.

Worship

Worship across the parish in 2020 was severely curtailed by the Covid-19 pandemic and associated lockdowns. Our churches were required to close from Mothering Sunday, 22nd March. They began to open again in July, offering private prayer and limited worship in person. We were required to close our building once again from Sunday 8th November, opening again on Sunday 6th December.

During the periods in which our churches were closed, we offered two services each week. These were a Parish Eucharist on Sunday mornings live-streamed from St Dunstan's on YouTube and a mid-week service, which was either live-streamed or pre-recorded. These services provided a much-valued way for people to worship in extraordinary circumstances. In addition to the services on YouTube, printed materials were available for those unable to access online services. They were also encouraged to use the Church of England 'Daily Hope' phonenumber.

When our churches were allowed to open, we offered a restricted number of services, following the guidelines issued by the government and the Church of England. At St Dunstan's, there was a weekly Eucharist on Sundays at 9.30am, which was also live-streamed, along with a Eucharist at 11.00am on Wednesdays. A new, short, monthly family service was introduced in September. At St Oswald's and St Alban's, there was a Eucharist on alternate weeks. St Oswald's introduced a regular Service of the Word.

The closures and guidelines had a significant effect on the celebration of major festivals. The majority of Lent, as well as Holy Week and Easter, were marked with services streamed or recorded from the Rector's dining room. Although our churches were open at Christmas, we were unable to offer the usual pattern of services. Our ever-popular crib services, for example, were offered online. The rapidly worsening situation with the pandemic in December also meant that the services we did hold in person were extremely sparsely attended.

Our Sunday Schools have not met in person since March. Leaders across the parish have made an excellent effort to keep activities going through online meetings. Similarly, our choirs have only been able to rehearse and participate in worship in a very constrained way. During lockdown, the young members of the choir at St Dunstan's met weekly online.

We hope that many of the restrictions on worship we continue to face will be lifted during 2021.

Electoral Roll – Updated this year 2019

St Dunstan's	97 in Parish, 28 out of Parish
St Alban's	51
St Oswald's	46

Weddings

St Dunstan's -	0
St Alban's -	0
St Oswald's -	0

Baptisms

St Dunstan's -	3
St Alban's -	0
St Oswald's -	0

Funerals

St Dunstan's -	10 Including funerals conducted at the crematorium and burial of ashes
St Alban's -	0
St Oswald's -	0

Churches Fabric Reports

St Alban's

Several missing or damaged tiles have been replaced and the courtyard area leaking gutter has also been repaired. The church internal and external areas are generally in a good condition with the exception of the wooden external doors to the toilet area where the external decorative wood strips are either broken, require securing or are missing. This has now been repaired.

The quinquennial inspection due in 2020 was completed in March 2021. We are awaiting the report.

St. Oswald's - Bryan Hopper and Paul Thomas

The fabric, fixtures and fittings of our church and hall continue to be monitored on a regular basis to ensure any defects are remedied as quickly as possible. 2020 has been an usual year because of the pandemic. In addition to the routines of the church year, while the premises were closed they have been inspected on a weekly basis to ensure they remained safe and secure. At the time of each prolonged closure the gas and water supplies were isolated as necessary, and loose electricals switched off and disconnected.

THE CHURCH

No major building works were necessary during the course of the year. A couple of instances of water penetration through the roof above the high altar, above the font and in the 'office area' were noted during a period of exceptionally heavy rain, but these have dried out and not subsequently reappeared. The position continues to be monitored, as do hairline cracks in the supporting beams of the church roof which were reported last year. There has been no further change during the year. The long standing signs of movement in the porch also continue to be monitored and will be discussed again with the Inspecting Architect during his inspection next year.

Annual maintenance checks by authorised companies have been made to the gas heaters and fire extinguishers and the necessary safety certificates provided. The heating element in one heater which had cracked has been replaced and recertified safe. The church lighting has been checked and defective bulbs replaced as necessary. One bank of lights has failed. The electrical contractors have advised a small dimmer panel needs replacing at a cost of some £1400. It has been decided to defer action on this in the current difficult financial circumstances.

Externally, the grounds are regularly maintained by a private contractor and the perimeter hedge has been trimmed back to a more suitable level and to ensure it does not provide a hazard to passing pedestrians.

A full risk assessment was carried out prior to reopening the church and temporary reordering of the loose church seating made to ensure it complied with the appropriate regulations.

THE HALL

No major building works were necessary during the year. A water flow 'economiser' was fitted in the gents' toilet to save water and hence reduce associated costs.

Annual checks of the gas heating system and fire extinguishers were carried out by approved contractors and the necessary safety certificates provided.

A cleaner is employed to care for the hall on a daily basis, and cleaning regimes have been 'beefed up' to take account of the increased need to provide high levels of sanitisation between individual lettings as and when necessary.

St Dunstan's Church – Barrie Kinchington

The church has been cleaned on a weekly basis over the year by a cleaning contractor, we plan to continue using this service

Maintenance carried out to the fabric this year falls into several categories:

1. Work that will be necessary in the future due to equipment becoming obsolete:

As noted last year the church floodlighting installed to celebrate the millennium, has reached the end of its life expectancy, whilst lamps are still available we should be considering replacing the system with one based on LED fittings. We are seeking advice on whether to change fittings as they fail or to replace the total system. However, in the present financial climate we are unable to proceed at the moment

The heating system boiler has, unfortunately, reached the time when repairs may start to become difficult as the boiler is now obsolete. For the moment we shall continue as we are, we will consider how we heat the building when we review the layout of the building, as any change of system will require a change to the method that heat is delivered.

2. Work repairing the building:

During the first lockdown we took the advantage of very low footfall and arranged for a local builder to relay the very uneven path from the lych gate to the main door including the large area by the main door, also to ramp the small step at the main door to make wheelchair entry more accessible.

Also during the first lock down, a water leak from the original cast iron boiler header tank was found, during an investigation of a failed power circuit to the blower room. Extensive work was needed to not only replace the leaking tank but also to repair the damage caused by the escaping water. Luckily, most of the cost could be reclaimed from our insurance policy.

3. Faculties:

Planned:

- Reordering to the west end of the nave to facilitate a meeting, exhibition and breakout area
- To design and establish a garden of remembrance within the graveyard.
- Refurbishment of the Parish .Office.

4. Other Planned work:

The Church had its quinquennial inspection in the summer of 2020; we are pleased to report that no major unexpected issues were found. The issues noted to be addressed in the foreseeable future, had already been identified. They are:

- The maintenance and repainting of the lower gutters and rainwater down pipes and other metal work. It is hoped this will be carried out during the summer.
- The inspection and any consequential work needed to the large cedar tree to the left of the main door. This work has been carried out by a local tree surgeon and includes a brace being fitted to protect one of the large side branches from collapsing on to the church building.
- Removal of ivy from the north wall behind the office and clearance of overgrown shrubbery from the ground along this wall.

Overall we are pleased to report that St Dunstan's Church Building has been well cared for and is in good condition at the start of the decade.

Deanery Synod– Laura Drane

Following lockdown in March 2020, the summer Deanery Synod meeting was postponed until December to allow 2020 APCMs to be completed and new Synod members to be elected. Current lay representatives are Gillian Graystone, plus one vacancy (St. Alban's), Graham Andrew, Claire Winfield (St. Oswald's), David & Laura Drane, plus one vacancy (St. Dunstan's).

In the past 12 months all meetings have been via Zoom. There have been two full Synod meetings on 1st December 2020 and 17 March 2021. A report from each meeting is presented to the next scheduled PCC and detailed Minutes are also produced by the Deanery Secretary.

At both meetings the main topics were:

Churches in Lockdown

Presentations and group discussion included the advantages and disadvantages of online streaming of services and Zoom groups, plus which new initiatives it may be beneficial to continue, post-pandemic.

The Role of Deaneries

Deanery Synods had been asked to endorse a Diocesan document setting out the vision for Deaneries to become viable centres of Mission and Ministry. It was felt that the document needs more detail of how this could be achieved and it prompted questions about the role of Deaneries generally, particularly from those new to Synod. Separate meetings were then arranged for lay representatives and clergy to discuss the matter from their particular perspective.

The debate continues, but meanwhile, it was noted that Sutton Deanery has a great deal of disparity, both geographically and demographically. There is also a wide range of styles of churchmanship and ways of interacting with the local communities, so one idea is perhaps to form local clusters.

It is hoped that the next meeting, scheduled for Thursday 8th July, can take place in person at Christchurch, Sutton.

Parish Communications

Communication was critically important in 2020 as regular contact with people in church was not possible during the closures and was made very difficult when our churches were open because of social distancing guidelines.

The new website, which went live in late 2019, was extremely well used. The homepage provided direct links to the latest coronavirus information as well as later in the year directly to the Cheam Parish YouTube page for our online services. Posts were regularly uploaded to the Latest News section, to which people can subscribe to receive notifications by email.

We used the MailChimp email distribution account to send a regular newsletter. This was sent weekly between March and September, then approximately monthly from September onwards. People were encouraged to print the letter to distribute to those without email access. For data protection reasons, this could only be sent to those who had given GDPR consent.

Each church also kept in contact by telephone, which was of particular importance during the first lockdown. Our noticeboards were also kept up-to-date with the latest information.

Thanks need to be offered to Louise Page, our administrator, for promptly distributing the newsletters, and to Melody Thorpe for her ongoing maintenance of the parish website.

Sunday Schools –

St Alban's: Amanda Danes and Cathy Smith

Following the pandemic we have created a Zoom facility to host remote Sunday school lesson via the web. Our first lesson taken on 22nd March was a success with 7 families joining in.

We would like to take this opportunity of thanking all the parents and children for their help and support in making our Sunday School such a happy place to be.

We have continued to meet via Zoom on a weekly basis but as time passed numbers fell due to novelty and the use of technology overall.

WhatsApp has continued to be a source of community across the Sunday School and kept us all connected.

Christmas nativity play was very successful and nearly everyone participated. We would like to say a BIG thank you to Beth for helping us with the play and joining all three Sunday schools together through Zoom meetings.

St Dunstan's: Rosalind Taylor-Hook

Sunday School leadership continues to consist of three people (Rosalind Taylor-Hook, Daisy Domenghini and Melody Thorpe). Our virtual Sunday Schools have 10-20 children in attendance with additional new families joining Sunday School virtually. The ages ranging from 4-10 years old.

Following lockdown in March 2020 – we adapted quickly to hold weekly virtual Zoom Sunday Schools over Easter 2020 until early summer to support our families as schools were closed and children missed their social interactions with

friends. We held a virtual Easter Bonnet parade with Sunday School and also an art challenge online. (<https://www.cheamparish.org.uk/easter-art>).

During Autumn/Winter 2020 – we continued to hold Virtual Zoom Sunday Schools on a roughly monthly basis with co-ordinated craft activity packs and Christmas activities.

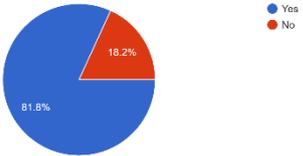
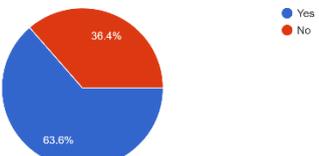
Spring 2021 – it’s been a year since lockdown and again we’re doing Easter “virtually” with virtual Zoom Sunday School and Easter Crafts. In addition, the Sunday School leaders across the Parish met and discussed ideas for a Mothering Sunday and Easter Egg Hunt(<https://www.cheamparish.org.uk/egghunt>). So far 20+ families have signed up to participate and host an Easter Egg.

We continue to maintain a sense of community and communication via a Sunday School Whatsapp group.

We also sent a survey to our families to find out how best to support them going forwards with Virtual Sunday School / Online services / In Person Family Services in Church. Our Google forms survey had 11 responses with the following:

- Over 80% of our families having view one of the online services
- Over 60% of our families having attended the Family Services in Church between lockdowns
- Support for ongoing Zoom Virtual Sunday Schools with craft packs

Some of the feedback received:

<p><i>Thank you for everyone’s support. The Sunday school virtual meetings and the family services really make a big difference. I know I have felt overwhelmed by the last year, I sometimes forget how scary this must be if you are a child. I think the church and these meetings/ services have helped provide familiarity and a feeling of safety and sense of community. It’s much appreciated!!! Thank you</i></p>	<p><i>The online services need to be shared more - particularly through the school to all class reps etc. Zoom is great to get the kids interacting and to actually 'see' each other. Particularly for those at home who don't get to see other children at the moment. Any interaction games - bingo, a quiz and scavenger hunt.</i></p>	<p><i>Thank you so much for all you have done. My son has loved being part of the Sunday school and was made to feel very welcomed and has grown in confidence to participate</i></p>												
<p><i>It was really good to be back in church! Our children were pleased to be back and although it was different, it’s a place that is familiar to them and safe. Nick was brilliant and very engaging. They liked that they were involved in the service.</i></p>	<p><i>My kids are somewhat anti zoom so didn’t manage to join but still wanted to feedback your efforts to keep the kids involved was really kind of you all - thank you!</i></p>	<p><i>Lockdown/work fatigue! Too disorganised to book in advance</i></p>												
<p>Did you view one of the online services? 11 responses</p>  <table border="1"> <thead> <tr> <th>Response</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Yes</td> <td>81.8%</td> </tr> <tr> <td>No</td> <td>18.2%</td> </tr> </tbody> </table>		Response	Percentage	Yes	81.8%	No	18.2%	<p>Did you attend one of the Family Services in church? 11 responses</p>  <table border="1"> <thead> <tr> <th>Response</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Yes</td> <td>63.6%</td> </tr> <tr> <td>No</td> <td>36.4%</td> </tr> </tbody> </table>	Response	Percentage	Yes	63.6%	No	36.4%
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St Oswald’s: Fiona Webster

St Oswald's Sunday School did not meet in 2020

Hon Secretary’s Report 2020 – Dian Taylor

In 2020 the various lockdowns brought about by the COVID-19 pandemic meant that the Parochial Church Council (PCC) had to hold all but one of its quarterly meetings by Zoom. The PCC also held an extra meeting on 7 December 2020 (19 attendees) again by Zoom. The extra meeting was to consider the Archdeacon’s input at the PCC meeting on

Monday 16th November on future funding and direction for the Parish. At this meeting it was resolved after considerable discussion to inform the Archdeacon that the PCC will fall short of the required £160K contribution to the Parish Support Fund (PSF) pledge to cover the parish's costs of ministry and that the PCC was content to support a move to a potential group ministry

The PCC held four regular meetings in 2020: in February an actual in-person meeting (11 attendees), June (14 attendees), September (16 attendees) and November (21 attendees). Meetings had a 7.30pm start. Each of the regular PCC meetings received reports from the District Church Council of the three Parish churches, the DCC Treasurers' quarterly reports and the reports from the meetings of the Deanery Synod (if met).

At the February ordinary meeting the main topics for discussion were:

Safeguarding annual report: Sarah Jones, Parish Safeguarding Officer attended the meeting and gave her annual report to the Council.

Parish Support Fund: The Parish pledge to the PSF was discussed. There was general agreement that we need to increase our pledges over the next few years, and that the percentage share of the Pledge across the Parish needs to be addressed. The representatives from St Oswald's were concerned at asking their elderly and small congregation for more monies, and felt the way forwards was to grow the congregation. Whilst this would be the ideal, it was felt that it was unlikely to happen significantly in what was an ever increasingly secular society. The following resolution was put to the meeting: "It is the desire of the PCC to raise the profile of finance and stewardship across all three churches and its ambition to move towards covering the costs of two full-time stipendiary ministers through its pledges to the Parish Support Fund". No vote was taken, there was, however, general support and agreement to the resolution. It was also agreed to move, over time, to team a pledge rather than pledges from the three individual churches.

The June meeting focussed on:

Update on recruitment of a new Team Vicar: The meeting received the confirmation of Beth Lewis' appointment.

Curate: It was reported that having consulted the PCC by email the conclusion reached was that the Parish should not go forward this year with an application and that the application should be delayed to 2021.

School Governors: The Rector proposed that Susan Sprange (currently serving as a governor) be appointed as the Parish of Cheam's PCC appointed foundation governor to the St Dunstan's CofE Primary School Cheam commencing 22 June 2020. The proposal was seconded by Barrie Kinchington and supported unanimously by the PCC. It was also reported that after some considerable effort the Rector had ascertained the date from which Martin Swain's current term of office as governor to the school would come to an end so that he could similarly write to Martin to confirm his appointment as PCC appointed foundation governor commencing 21 October 2020.

Moving towards re-opening churches - Likely phasing: The re-opening of churches and places of worship for private prayer and limited funeral services had been announced to take effect from 14 June 2020. It was expected that each church would make the decision on whether to open depending on their resources and risk assessment. The PCC received a report from each church on the risk assessments carried out. The timetable for opening of the Parish churches for private prayer was agreed.

Thomas Shrimpton churchwarden for St Alban's reported that he and fellow churchwarden Carol Adams and John Adams have tried to contact as many of the congregation as possible and a weekly newsletter was distributed to as many people as the DCC was aware of. St Dunstan's began streaming Sunday and Wednesday services on YouTube from Mothering Sunday onwards, firstly from church, moving to the Rectory and then back into church. Sunday School had met online, and the Rector was holding worship for children on a monthly basis after regular Sunday service. Bryan Hopper churchwarden St Oswald's reported that with the closure of the church and hall in mid-March, the routine of church life was put on hold. Following the 'lock-down', the immediate response was to contact by telephone every member of the congregation on the electoral roll to check that they were well, had access to food and to offer support and assistance. Copies of the Parish 'Lent/Easter' service booklet were collected from the "Parish Office" and distributed direct to the homes of members of the congregation by hand, using details on the electoral roll. This was followed up by an informal regular weekly newsletter circulated to everyone at St. Oswald's who had given permission to be contacted by email in the GDPR exercise. A number of other copies were delivered by hand. Attention was directed to the Rector's weekly newsletter with details of forthcoming Parish services and events, which were included as an attachment.

Update on each ADCM: Only St Dunstan's had managed to hold its ADCM before lockdown. It was proposed that St Alban's and St Oswald's plan their postponed ADCM in September if necessary by Zoom.

APCM: It was AGREED to hold the rescheduled APCM on Monday 5th October 2020 at St Oswald's church, [Note: the APCM was subsequently held by Zoom].

Update on compilation of Annual Report and Accounts: - It was agreed that the written report (without the financial report) could be sent to the Diocese before the end of July.

In September the PCC discussed:

Ministry Team – arrangements for the arrival and licensing of the Reverend Beth Lewis were reported

Re-Opening Our Churches: the meeting received a summary of the current services being held at each of the three churches and was very pleased to hear that the Parish had achieved the current level of church services relatively quickly in the pandemic. The meeting agreed to hold the pattern of opening where it was and to keep this under monthly review. It was felt that it would be unwise to do more than one service at St Dunstan's each Sunday morning with services at St Alban's and St Oswald's on alternate Sundays. The meeting received feedback from each church on the current situation. Arrangements for special services and Christmas were agreed.

Parish Support Fund Pledges

The pledges from each church for the 2021 PSF were agreed as follows:

Church	2020	2021
St Dunstan's	50,000	55,000
St Alban's	8,470	14,317
St Oswald's	17,960	17,960
TOTAL	76,430	87,277

It was noted that the total pledge from all three churches of £87,277 for 2021 constituted a 14% increase on the 2020 pledge.

The final ordinary meeting of the year in November considered:

Archdeacon of Reigate – the Venerable Moira Astin attended the meeting and spoke on the following aspects:

- What does an Archdeacon actually do?
- What does 'good governance' mean in the parish context?
- The Parish Support Fund – a refresher
- Ministry in Cheam and the surrounding area – considering the future

It was agreed that an extra-ordinary meeting of the PCC should be called to discuss the Archdeacon's comments on the final item of her presentation on options for the future ministry in Cheam and the surrounding area.

Ongoing service patterns in our churches. The meeting heard that the expectation was that when the current lockdown restrictions are raised on 2nd December that the pattern of worship will return to the pre-firebreak regime.

Role of PCC Secretary: After some eight year in the post of Hon Secretary Dian Taylor had indicated her wish to step down in advance of her current term of office as PCC representative coming to an end in 2021. The Rector asked members to consider whether any would be prepared to take over the role of PCC Hon Secretary from the New Year. The Rector thanked Dian for her work.