

Parish of Plympton St Mary

A meeting was held to elect the churchwardens on Monday 26 October 2020 by zoom due to the current Covid19 pandemic. Mr P Smith and Miss C Journeaux were proposed and there being no other nominations they were unanimously elected as churchwardens for the coming year.

The Vicar thanked them for their help over the previous year.

Annual Parochial Church Meeting

Monday 26th October 2020 by Zoom

Present: Rev R Harris Mrs C Harris, Mrs M Nicholls, Mrs M Knight, Mr and Mrs I Duckworth, Mr A Blake, Mrs H Weir, Mr D Farley, Mr D Tozer, Miss D Tozer, Mr & Mrs K Escott, Mrs M Collier, Miss M Buttle, Miss L Skinner, Mr R Ruse, Rev. J Greenfield, Mr and Mrs P Smith, Mr C Bunney, Mrs M Willis, Mr and Mrs C Banbury, Mr S Snelling, Rev and Mrs I Provost, Mr and Mrs M Lewis, Miss C Journeaux, Mr and Mrs R Harrison

The minutes of the previous APCM had been distributed, read, and agreed.

Matters arising

St Mary's infant school has become part of St Christopher's Multi Trust Academy Trust. St Mary's school and Old Priory Junior Academy are governed by a single governing body and led by a single senior leadership team.

Electoral roll

Mrs S Duckworth stated there were 160 currently on the roll. This had been revised in March and again in October due to the delay in holding the meeting.

Election of members onto the PCC

Miss D Tozer, Mrs M Collier, Mr S Snelling and Miss M Buttle were re-elected to stand for three years.

Election of members to the Deanery Synod

Mr P Smith, Mrs C Harris and Mr K Escott agreed to serve on the Deanery Synod.

Treasurer's Report

See attached report.

Mr Bunney reported that we had managed to pay the full Common Fund for the year. The Finance Committee had met once a month throughout the year to oversee the budget. Mr Bunney thanked the work Miss Journeaux was doing with the Parish Giving Scheme also Mrs Duckworth and all the work she undertook in the booking and administration of the church hall.

Appointment of external auditor

This would remain the same as previous years.

Deanery Synod Report

See attached report.

Rev Robert Harris thanked Mr Smith, Mrs Stead and Mrs Weir for attending the meetings throughout the year

Health and Safety Report

See attached Report.

Thanks were given to Mr Duckworth and Mr Lewis and Health and Safety Committee who had worked with St Maurice to streamline various policies.

Safeguarding Report

See attached report.

Rev Robert Harris concluded with thanking everyone for all the support he had received over the past year - the clergy, readers and retired clergy, Churchwardens and members of the PCC and Deanery Synod. Special thanks were given to Mrs Duckworth, team administrator who had worked tirelessly throughout the year.

Mr R Ruse gave a vote of thanks to the Vicar.

The meeting closed at 19:42

PLYMPTON ST. MARY THE BLESSED VIRGIN

The PCC is a corporate body established by the Church of England. It operates under the PCC (Powers) Measure 1956 and the Synodical Government Measure 1969. The PCC is registered with the Charity Commission, registered number 1128769. This report has been drawn up in the frameworks of the Charities Act 1993, Charity SORP 2005 and Church Accounting Regulations 2006.

The address for correspondence is The Team Office, Market Road, Plympton, Plymouth, PL7 1QW The Council's bankers are NatWest 14 Old Town Street, Plymouth PL1 1DG and Lloyds 13 Fore St, Ivybridge PL21 9AD. The Independent Examiner is Best Accounting.

The PCC has delegated the day-to-day management of the parish to the Team Rector, the Revd Prebendary Robert Harris

This report covers the year to December 2020.

OBJECTIVES

St. Mary's PCC has the legal responsibility of co-operating *"with the incumbent in promoting in the parish the whole mission of the Church – pastoral, evangelistic, social and ecumenical."* It serves the whole parish of Plympton St. Mary and, together with our sister parish of Plympton St. Maurice forms the Plympton Team Ministry serving all those who live in Plympton. It is also responsible for maintaining various buildings in the parish including St. Mary's church and St. Mary's Hall.

When planning our activities for the year the PCC have considered the Charity Commission's guidance on Public Benefit and, in particular, the specific guidance on charities for the advancement of religion.

THE PAROCHIAL CHURCH COUNCIL

The appointment of PCC members is governed by the Church Representation Rules. After ex-officio posts (clergy, readers, churchwardens and *deanery synod representatives) have been filled, one third of the ordinary members retire each year, but can be re-elected. Elected members normally serve three-year terms.

Name	Position	Date appointed	Date membership ceased/ceases
<u>Ex Officio</u>			
Revd Prebendary Robert Harris	Team Rector	March 2016	
Revd Richard Wakerell	Associate Priest	October 2018	
Robert Harrison	Reader		
<u>Churchwardens</u>			
Claire-Louise Journeaux		October 2020	May 2021
Philip Smith**		October 2020	May 2021
<u>Members</u>			
Jane Banbury		April 2019	April 2022
Mavis Buttle		October 2020	May 2023
Chris Bunney		April 2019	April 2022
Lyudmila Collier		October 2020	May 2023
Ian Duckworth		April 2018	April 2021
Keith Escott*		October 2020	May 2023
Christine Harris*		October 2020	May 2023
Mike Lewis		April 2019	April 2022
Mary Nicholls		April 2019	April 2022
Rodger Ruse		April 2018	April 2021
Lucy Skinner		April 2018	April 2021
Sam Snelling		October 2020	May 2023
Deborah Tozer		October 2020	May 2023

*Denotes Deanery Synod representative

** Philip Smith was elected to serve as Deanery Synod representative to May 2023

PAROCHIAL CHURCH COUNCIL REPORT TO THE APCM FOR 2020 including impact of COVID-19

2020 has been a very difficult year dominated by the impact of COVID19. St Mary's church closed in March 2020 at the start of the national lockdown. An Incident Management Group was established for the Plympton Team Ministry consisting of the Team Rector, the Churchwardens, Treasurers, PCC Secretaries and Health and Safety representatives of Plympton St Maurice and Plympton St Mary parishes. This group has continued to meet regularly. Its tasks have included the implementation of legal requirements and regulations from both the National Government, the National church and the Diocese of Exeter. Many of these regulations have placed a particular emphasis upon the health and safety of our congregations and appropriate policies have been implemented and risk assessments carried out. This group has also had particular concern for the pastoral, social and spiritual needs of our congregation. It has also considered the financial impact of the pandemic upon our congregation.

Actions taken to support our congregation during the Pandemic:-

The establishment of a contact network to ensure that all members of the church community have regular contact with others. Sadly, this was an area in which the negative impact of GDPR was realised. Only those who had signed a GDPR consent form could be contacted through this formal process. However, others continued to be cared for through the pastoral ministry of friends, including the distribution of printed copies of the newsletter. The contact network also served as the means by which weekly email communications were made.

The creation of a weekly online newsletter. This contained a weekly prayer list; regular news updates; COVID guidance and a short letter from the Team Rector. It also provided details of a wide range of worship resources.

The distribution of information from the Diocese and the National church was made through the weekly mailings.

A weekly ZOOM service has been established for the Plympton Team Ministry involving all members of the Ministry Team.

A YouTube channel has been created and regular posts are made to it. Greater use is also being made of the Facebook page and video posts are regularly made. These help to address the spiritual needs of our church.

The first Lockdown was eased at the beginning of July. A thorough health and safety check was carried out. The church was deep cleaned. In response to legislation a one way system was introduced and areas of seating were cordoned off to ensure social distancing. It should be noted that our churches, which reopened at the beginning of July, were amongst the very first to do so. Other churches in the area did not open until September. Worship in church recommenced with the 10.00 am Eucharist on a Wednesday morning at Plympton St Maurice. This was followed by the introduction of a 9.30 am Eucharist on a Sunday. The church was also opened on a Wednesday afternoon for Private Prayer. It was noted that numbers worshipping in church were fewer than before the Pandemic as people continued to self-isolate.

St. Mary's church closed for a second time during the November lockdown. As a result, it was not possible to hold the normal Remembrance Sunday services. The Team Rector recorded a short Act of Remembrance with representatives of the British Legion. This was posted on our YouTube channel and Facebook page.

Health and Safety requirements meant that our normal Christmas activities could not take place. We were unable to welcome our schools for their carol services. It was not possible to hold our normal parish carol service, Christingle or Midnight Mass. Instead we recorded a community carol service which included contributions from our local schools and representatives of the wider community. This has been viewed 5,000 times. Midnight Mass was also pre-recorded and uploaded to YouTube and Facebook. It has received 630 views. It was a joy to hold the Eucharist of Christmas morning in church. However, this joy was short lived as we entered a third lockdown immediately after Christmas.

As part of its response to the pastoral needs created by COVID19 the Team Ministry established a foodbank and a Sunday lunch delivery service. Members of Plympton St. Mary church and the wider community of Plympton St Mary

have been active and generous in their support of these initiatives. Residents of Plympton St. Mary have benefitted directly from both these enterprises.

The Pandemic has had a considerable impact upon fundraising in 2020. The parish has also lost income in 2020 due to the closure of the church hall. Income which helped support general church funds. We have also lost income which would have been generated by the collections at weddings and baptisms. We are grateful for the support we have continued to receive from members of the congregation through the planned giving scheme and generous donations. Unfortunately, we cannot see how we can start to raise money in the short term in 2021. We must remain positive and plan fundraising for the latter part of the year.

Sadly, during the first lockdown it was recognised that the worshipping community meeting at the Chaddlewood Community Centre was no longer viable and the difficult decision was made to cease services there. We wish to record our thanks to all those who have supported the life, work and ministry of the Chaddlewood Community Church over the years.

We believe that we have managed the difficult situation of the last year well. Our priority has been to ensure the safety of our congregation and to provide for their spiritual needs.

We are grateful to all who have supported the life of our church in this difficult period. Our team administrator, parish officers, Health and Safety officers, those who have worked as volunteer cleaners, the stewards at service and Private Prayer. We thank all who have played a part in supporting our church, its congregation and the wider community of our parish through the past year.

The PCC consists of the clergy (ex officio) and fifteen members of the congregation including an Hon. Treasurer and Hon. Secretary. Members of the PCC have to be on the Electoral Roll and are voted on during the APCM for a period of three years at a time.

The PCC has complied with its duty under section 5 of the Safeguarding & Clergy Discipline Measure 2016.

Rev'd Prebendary Robert Harris - Team Rector

CHURCHWARDENS' REPORT TO THE APCM FOR 2020

CHURCH FABRIC

During the "Covid-19" year, access to church for any purpose was reduced. There was evidence of some roof plaster deterioration, and on-going cleaning around services, including funerals and private prayer was required. There were increased costs of internet access for broadcasting Funerals and for cleaning.

There was a Central Heating water pipe leak due to rust deterioration in the south aisle in the early part of Spring. Luckily the leaked water drained safely into the ground underneath the pews without causing damage. This was repaired with a new iron pipe section.

The Church lighting continues to suffer from some lights failing, despite being LEDs, and this will need on-going minor electrical work until a major scheme can be brought into play.

The draining of the pipework led to a desire to avoid ladder use to bleed the water system so low level access was arranged from high level bleed nipples to low level drain taps. This is making heating more efficient by easing regular removal of air from the heating circuit.

Some water ingress and consequent lath and plaster deterioration has been noticed during the year of lock down in both the church (South transept on Parvis inner wall; Bell Tower/Main Aisle junction), the church toilet flat roof (this will be re-sealed in dry weather), and the Hall (lobby and Main Hall entrance. Repairs were carried out to the Hall in view of seriousness (requiring Ridge tile replacement and lead valley repair) and a review is being taken of the need for regular roof inspection now that our previous builder has retired. Improvements in Roof and ceiling inspections are intended to aid resolution of any issues with the 150 year old ceiling and tiling material.

With grateful thanks to the two H&S advisers, there has been regular updating of our H&S Risk Assessments during the lock down changes and pew management led to a Christmas Service plan that was an example of good-practice and well received.

There was some expenditure on roping off and distancing labelling in Church and on-going cleaning after every service. We are grateful for those willing and able to assist with cleaning and stewarding requirements. The Verger, Keith Escott, has been very supportive of the church's requirements in relation to Funerals and normal services to ensure thorough cleaning after services. On occasion this has meant cleaning after multiple services in one day.

Churchyard maintenance has continued through the lockdown period and some volunteers have been especially supportive with regular visits to help us keep the churchyard in good condition. There have been some concerns regarding the displays taking up space inappropriately around cremation plots, especially.

In 2021, there will be a need to carry out wood treatment to doors and other elements around the church and Hall as much is in great need of additional sanding, preparation and varnishing/painting to avoid expensive long-term replacement.

The Hall garden has benefitted from regular tending by predominantly Dennis Bignell together with support from Foodbank volunteers – following an initial clearing of vast quantities of shrubbery growth by the Stead family during the first lockdown. The Hall has on-going refurbishment needs.

Community and Ecumenical work

The use of the Hall by the Foodbank has ensured care for the building and support for local people in need. The Covid-19 group (Incident management Group) also triggered a massive support of funds from local organisations and individuals within the area to ensure needs could be met regardless of the severity of the impact. Volunteers from St Maurice, Colebrook, Woodford, and other areas of Plympton have formed a resilient Foodbank organisation underpinned by the infrastructure of the Trussell Trust. Ecumenical Links are being developed with Ridgeway Methodist and their Christians Against Poverty group to provide extra support to local people around the debt issues that often exist at times of need. We look forward to an increasingly confident return to hiring our premises by our church and community groups in 2021.

Phil Smith and Claire-Louise Journeaux – Churchwardens

TREASURER'S report to the APCM for 2020

Financial Summary 2020

Based on our "managed approach" and focusing on only essential maintenance we have reduced the 2020 overall annual deficit by circa £10K, based on 2018/2019 average figures.

Three full years' worth of "managed data" is providing a better view of our overall position.

Reporting structures next year will be very different.

Forecast and budget for 2021 will be based on necessary "operational" spend plus "other activity" spend.

This provides a very clear and transparent view of where we can or cannot cut costs if required.

It also allows for the first time a clear expected year-end financial outcome providing budgets are adhered to.

Forecast income versus operational expenditure is expected to be cost neutral

Assuming budgets are maintained this extends our "life span" to just over 7 years.

Any agreed big project spend will need to come from our "saved capital" from the 922 account

"Other activity" spend equates to £19,000 per annum if budget maintained.

So, "projects" and required maintenance that spend blocks of £19,000 will reduce our "life span" by 1 year per block of £19,000 spent.

"Other Activity" budgets will require strict management to prevent additional spend from the agreed budget to enable year end outturns to be realised.

Therefore, careful management and early year spend should be considered with care.

That said, I believe this is the best financial position we find ourselves in both in terms of financial visibility and decision making.

Net Covid Impact = - £24,200

£2,600 Additional Covid operational costs

£8,000 Reduction in hall hires

£3,000 Positive reduction in utility bills

£4,500 Reduction in donations

£12,600 Reduction in funds raised by fund raising

Once Covid-19 restrictions are removed we should see our income start to improve in the areas highlighted above. Overall, I believe we are starting 2021 in good shape in the current circumstances.



NOTES TO THE FINANCIAL STATEMENTS

- Audit sign off this year has been delayed due to Covid impacts, as the treasurer is effectively shielding there is no identified date currently when this will be completed.
- Mrs S Duckworth remains as a part time Parish Administrator working 15 hours per week, her husband, Mr I Duckworth, is a member of the PCC.
- Mrs L. Collier, Director of Music receives a monthly payment, is a member of the PCC.
- Mr K. Escott, receives fees for duty as the Verger at weddings and funerals.
- St Maurice PCC contributes a third of the administration costs.
- Mr M Chanter receives a monthly payment for maintain the church yard grounds, he also receives payment for digging crem plots when required.
- A contract cleaner is engaged to clean the hall two days a week.
- Mr R Dyer received fees for duty as the Sexton
- Mr P Smith, is a member of the PCC, received payment for acting as temporary Sexton
- None of those receiving pay and/or fees earned more than £50,000 p.a.
- There were no other disclosable transactions in respect of PCC members, persons closely connected with them or related parties.
- No PCC members were reimbursed travelling or substance expenses during the year.

Chris Bunney - Treasurer

TABLE A -- ALL ACCOUNTS 906, 914 & 922

SUPPORTING DETAIL FOR FINANCIAL STATEMENTS - Year ended 31 December 2020

NOTES TO THE FINANCIAL STATEMENTS - Year ended 31 December 2020 (Auto Populate)

	Return of Parish Finance Code	Unrestricted £	Designated £	Restricted £	TOTAL 2020 £	TOTAL 2019 £
1. Regular giving						
1a - Tax efficient planned giving	1	£ 40,194.55	£ -	£ -	£ 40,194.55	£ 46,345.66
1b - Other planned giving	2	£ 14,670.04	£ -	£ -	£ 14,670.04	£ 12,676.04
1c - Collections at services	3	£ 8,574.68	£ -	£ -	£ 8,574.68	£ 12,886.55
1d - Other recurring donations		£ -	£ -	£ -	£ -	£ -
1e - Income tax recovered	6	£ 7,943.33	£ -	£ -	£ 7,943.33	£ 21,661.33
		£ 71,382.60	£ -	£ -	£ 71,382.60	£ 93,569.58
2. Other voluntary receipts						
2a - Grants	8	£ -	£ -	£ -	£ -	£ -
2b - Legacies	7	£ 30,285.61	£ -	£ -	£ 30,285.61	£ 500.00
2c - Non-recurring donations and appeals	4	£ 4,989.61	£ 231.90	£ 1,065.00	£ 6,286.51	£ 8,541.49
		£ 35,275.22	£ 231.90	£ 1,065.00	£ 36,572.12	£ 9,041.49
3. Activities for generating funds						
3a - Gross income (Fundraising activities)	9	£ 2,678.43	£ -	£ -	£ 2,678.43	£ 15,822.76
3b - Adverts (Church magazine)	12	£ 340.00	£ -	£ -	£ 340.00	£ 520.00
3c - Sale of old pews		£ -	£ -	£ -	£ -	£ -
		£ 3,018.43	£ -	£ -	£ 3,018.43	£ 16,342.76
4. Income from investments						
4a - Dividends	10	£ -	£ -	£ -	£ -	£ -
4b - Interest received	10	£ 185.28	£ -	£ -	£ 185.28	£ 470.13
4c - Rent received	10	£ -	£ -	£ -	£ -	£ -
		£ 185.28	£ -	£ -	£ 185.28	£ 470.13
5. Income from church activities						
5a - Statutory fees - weddings, funerals, etc.	11	£ 12,325.70	£ -	£ -	£ 12,325.70	£ 17,176.00
5b - Gross income (Church magazine)	12	£ 1,023.23	£ -	£ -	£ 1,023.23	£ 1,363.60
5c - Gross income (Hall lettings)	12	£ 5,118.32	£ -	£ -	£ 5,118.32	£ 26,975.25
5d - Gross income (Bookstall / Candles)	12	£ 271.55	£ -	£ -	£ 271.55	£ 623.79
5e - Recovered shared admin costs + house sale	13	£ 3,665.42	£ -	£ -	£ 3,665.42	£ 2,337.16
5f - Insurance claim receipts	13	£ -	£ -	£ -	£ -	£ 1,382.00
5g -		£ -	£ -	£ -	£ -	£ -
		£ 22,404.22	£ -	£ -	£ 22,404.22	£ 49,857.80
6. Other receipts						
6a - Loan received	13	£ -	£ -	£ -	£ -	£ -
6b - Sale of investment	13	£ -	£ -	£ -	£ -	£ -
		£ -	£ -	£ -	£ -	£ -
7. Cost of generating funds						
7a - Cost of Fundraising Events (Summer Fair etc)	17	£ 447.64	£ -	£ -	£ 447.64	£ 2,437.55
		£ 447.64	£ -	£ -	£ 447.64	£ 2,437.55
8. Church activities						
8a - Mission giving and donations	18	£ 122.89	£ -	£ -	£ 122.89	£ 3,560.01
8b - Diocesan parish share	19	£ 92,520.00	£ -	£ -	£ 92,520.00	£ 181,118.00
8c - Salary costs (verger, organist, choir, etc.)	20	£ 22,084.84	£ -	£ -	£ 22,084.84	£ 20,853.08
8d - Clergy and staff expenses	21	£ 3,806.82	£ -	£ -	£ 3,806.82	£ 5,162.88
8e - Church expenses: mission and evangelism	22	£ 252.37	£ 300.00	£ 119.01	£ 671.38	£ 831.59
8f - Church running expenses	23	£ 23,015.99	£ 260.00	£ 38.50	£ 23,314.49	£ 33,357.58
8g - Examination of annual accounts	23	£ 288.00	£ -	£ -	£ 288.00	£ 258.00
8h - Church utility costs	24	£ 6,904.84	£ -	£ -	£ 6,904.84	£ 10,876.57
8i - Expenses on parish magazine		£ -	£ -	£ -	£ -	£ -
8j - Major repairs to the church building	27	£ -	£ -	£ -	£ -	£ 295.80
8k - Major repairs to the church hall	28	£ -	£ -	£ -	£ -	£ -
8l - New building work to the church or church hall	29	£ -	£ -	£ -	£ -	£ -
8m -		£ -	£ -	£ -	£ -	£ -
		£ 148,995.75	£ 560.00	£ 158.11	£ 149,713.86	£ 256,313.51
9. Other costs						
9a - Loan repaid	99	£ -	£ -	£ -	£ -	£ -
9b - Purchase of investment	99	£ -	£ -	£ -	£ -	£ -
		£ -	£ -	£ -	£ -	£ -

10. All investments are re-valued each year, with the latest valuation date being 31 December 2020

TABLE B -- ALL ACCOUNTS 906, 914 & 922
FINANCIAL STATEMENTS - Year ended 31 December 2020

RECEIPTS AND PAYMENT ACCOUNT (Auto Populate)

	Note	Unrestricted £	Designated £	Restricted £	TOTAL 2020 £	TOTAL 2019 £
RECEIPTS						
Voluntary receipts						
Regular giving	1	£ 71,382.60	£ -	£ -	£ 71,382.60	£ 93,569.58
Other voluntary receipts	2	£ 35,275.22	£ 231.90	£ 1,065.00	£ 36,572.12	£ 9,041.49
Activities for generating funds	3	£ 3,018.43	£ -	£ -	£ 3,018.43	£ 16,342.76
Investment income	4	£ 185.28	£ -	£ -	£ 185.28	£ 470.13
Income from church activities	5	£ 22,404.22	£ -	£ -	£ 22,404.22	£ 49,857.80
Other receipts	6	£ -	£ -	£ -	£ -	£ -
Total receipts		£ 132,265.75	£ 231.90	£ 1,065.00	£ 133,562.65	£ 169,281.76
PAYMENTS						
Cost of generating funds	7	£ 447.64	£ -	£ -	£ 447.64	£ 2,437.55
Church activities	8	£ 148,995.75	£ 560.00	£ 158.11	£ 149,713.86	£ 256,313.51
Other costs	9	£ -	£ -	£ -	£ -	£ -
Total payments		£ 149,443.39	£ 560.00	£ 158.11	£ 150,161.50	£ 258,751.06
Excess of receipts over payments		-£ 17,177.64	-£ 328.10	£ 906.89	-£ 16,598.85	-£ 89,469.30
TRANSFERS						
Transfers between funds						
101 - Incoming Transfers between accounts		£ 226,518.47	£ -	£ -	£ 226,518.47	£ 353,798.60
102 - Outgoing Transfers between accounts		-£ 226,518.47	£ -	£ -	-£ 226,518.47	-£ 98,757.14
Excess of receipts over payments (after transfers)		-£ 17,177.64	-£ 328.10	£ 906.89	-£ 16,598.85	£ 165,572.16
Net movement in funds		-£ 17,177.64	-£ 328.10	£ 906.89	-£ 16,598.85	£ 165,572.16
RECONCILIATION OF FUNDS						
Total funds at 1 January		£ 214,808.61	£ -	£ -	£ 214,808.61	£ 301,922.62
Total funds at 31 December		£ 198,209.76	£ -	£ -	£ 198,209.76	£ 214,808.61

NOTE

Income from church activities for both receipts and payments includes funding transfers
Between the 906 & 914 account as automated transfers.

Funds automatically transferred between 906 to 914 accounts as the 906 account gets close to a upper and lower limit figure.

Set up to maximise interest from 914 account. 906 account has no interest applied to it.

Between the 922 & 906 account as manual transfers.

Funds transferred via bank instruction only as 922 account has no cheque or payment facility

Used as a deposit only account

TABLE C --- ALL ACCOUNTS 906, 914 & 922
FINANCIAL STATEMENTS - Year ended 31 December 2020

STATEMENT OF ASSETS AND LIABILITIES

	Unrestricted	Designated	Restricted	TOTAL	TOTAL
	£	£	£	2020	2019
				£	£
Investments					
CCLA (Investment Fund)	10 £ -	£ -	£ -	£ -	£ -
CCLA (Property Fund)	10 £ -	£ -	£ -	£ -	£ -
M&G (Charifund)	10 £ -	£ -	£ -	£ -	£ -
CBF (Investment Fund)	10 £ -	£ -	£ 9,359.67	£ 9,359.67	£ 9,359.67
	£ -	£ -	£ 9,359.67	£ 9,359.67	£ 9,359.67
Cash Funds					
Bank Accounts 906, 914, 922	£ 198,209.76	£ -	£ -	£ 198,209.76	£ 214,808.61
CBF deposit fund	£ -	£ -	£ 1,699.32	£ 1,699.32	£ -
	£ 198,209.76	£ -	£ 1,699.32	£ 199,909.08	£ 214,808.61
Other monetary assets					
Church Yard maintenance equipment (TBA)	£ 1,000.00			£ 1,000.00	£ 1,000.00
Office equipment (TBA)	£ 2,000.00			£ 2,000.00	£ 2,000.00
	£ 3,000.00	£ -	£ -	£ 3,000.00	£ 3,000.00
Assets retained for church use					
Church Hall (unconfirmed value as of 2019)	£ -	£ 194,970.00	£ -	£ 194,970.00	£ 194,970.00
	£ -	£ 194,970.00	£ -	£ 194,970.00	£ 194,970.00
Liabilities					
Cheques written in 2019 but yet to be cashed	£ 2,795.63			£ 2,795.63	£ 2,795.63
Full year Common Fund outstanding payment	£ -	£ -	£ -	£ -	£ -
	£ 2,795.63	£ -	£ -	£ 2,795.63	£ 2,795.63

The **designated** fund relates to funds set aside by the PCC to meet the cost of future church building resetting and renovation if sold

The **restricted** fund relates to undecided activity however deemed to be a restricted amount

NOTE

Figures under monetary assets are estimations of the value for church yard and office equipment. These are "unrealised" figures to acknowledge there is an asset value in the equipment however may not represent "sale" figure or the cost of renewal when and if required

Return of Parish Finance

January to December 2020

Share your accounts Receipts and Payments [X] OR Accruals [] ?

If form is NOT completed for entire parish, please list below the churches included:				Parish Code (6 digits):
Parish Name:				Deanery: PLYMOUTH
Plymouth St Mary				Diocese: EXETER

RECEIPTS/INCOME		UNRESTRICTED (nearest £)	RESTRICTED (nearest £)
Voluntary giving			
1Tax efficient planned giving		£ 40,194.55	£ -
2Other planned giving		£ 14,670.04	£ -
3Collections at services		£ 8,574.68	£ -
4All other giving and voluntary receipts, including special appeals (recurring and one-off)		£ 5,221.51	£ 1,065.00
6Gift Aid recovered		£ 7,943.33	£ -
7Legacies received (capital value)		£ 30,285.61	£ -
8Grants (include recurring and one-off)		£ -	£ -
Total voluntary giving		£ 106,889.72	£ 1,065.00
Activities for generating funds			
9Fundraising activities (gross proceeds)		£ 2,678.43	£ -
Income from investments			
10Dividends, interest, income from property etc.		£ 185.28	£ -
Church activities			
11Fees retained by PCC (weddings, funerals etc.)		£ 12,325.70	£ -
12Trading activities (gross proceeds), NOT fundraising		£ 6,753.10	£ -
Other incoming resources			
13Other receipts/income not already listed		£ 3,665.42	£ -
13Other income (loans received)		£ -	£ -
13Other income (Sale of Investment)		£ -	£ -
10Internal Account to Account Funding Transfers (between accounts 906, 914, 922)			
Totals (from Financial Statements)		Unrestricted	Restricted
A	RECEIPTS/INCOME	£ 132,497.65	£ 1,065.00
B	COMBINED TOTAL	£ 133,562.65	
PLANNED GIVERS AND LEGACIES			
14	Number of tax efficient planned givers	153	
15	Number of other planned givers	135	
16	Number of new legacies received in year	1	

PAYMENTS/EXPENDITURE		UNRESTRICTED (nearest £)	RESTRICTED (nearest £)
Costs of generating funds			
1Costs of fundraising activities		£ 447.64	£ -
Church activities			
18Mission giving and donations		£ 122.89	£ -
19Diocesan parish share contribution		£ 92,520.00	£ -
20Salaries, wages and honoraria		£ 22,084.84	£ -
21Clergy and staff expenses		£ 3,806.82	£ -
Church expenses			
22Mission and evangelism costs		£ 552.37	£ 119.61
23Church running expenses (including governance)		£ 23,563.99	£ 38.50
24Church utility bills		£ 6,904.84	£ -
25Costs of trading		£ -	£ -
Major capital expenditure			
27Major repairs to the church building		£ -	£ -
28Major repairs to church hall/other PCC property including redecoration		£ -	£ -
29New building work to the church, church hall, clergy housing or other PCC property		£ -	£ -
Other expenditure			
99Other Expenditure (loans Repaid)		£ -	£ -
99Other Expenditure (Purchase of Investment)		£ -	£ -
10Internal Account to Account Funding Transfers (between accounts 906, 914, 922)			
Totals (from Financial Statements)		Unrestricted	Restricted
C	PAYMENTS/EXPENDITURE	£ 150,003.39	£ 158.11
D	COMBINED TOTAL	£ 150,161.50	
CASH AND INVESTMENT BALANCES			
31	Cash and deposit balances as at 31/12/20	£ 198,414.13	£ 1,699.32
32	Investments as at 31/12/20	£ -	£ 9,359.67

Please refer to the accompanying notes to help clarify what is included in each section. The item numbers refer to RPF notes, consistent with the guidance provided in PCC Accountability, 5th edition

Name: CHRIS BUNNEY
Position: TREASURER
Email or telephone: chrisbunney@stmarys.com

Date: 31st January 2021

07803 283 733

Looking back across 2019, were there any exceptional circumstances or significant changes that may have led to unusual figures? Please provide details in this box.

1. Figures include automatic und transfers between 906 & 914 accounts (income and expenditure). Included to give a fully transparent view of all financial transactions across the three accounts included in financial returns
2. Figures in [-] represents last years figures for comparison purposes

Independent Examiner's report to the trustees of the Parochial Church Council on the unaudited accounts of Plympton St Mary the Virgin.

We report on the accounts of the Parochial Church Council of St Mary's Church Plympton (the Trust) for the year ended 31 December 2020.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act), and that an independent examination is required.

It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act, whether particular matters have come to our attention.

Basis of independent examiner's statement

Our examination was carried out in accordance with the General Directions given by the Charities Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:

- (i) which gives us reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare the accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
- (ii) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Best Accountancy Services (Plymouth) Ltd

Best Accountancy Services (Plymouth) Ltd
Licenced and Regulated by the Association of Accounting Technicians
12 Colebrook Road
Plympton
Plymouth
PL7 4AA

Date: 13/05/2021

HEALTH and SAFETY report to the APCM for 2020

During the reporting period 1st January to 31st December 2020, Plympton St Mary's H&S team have continued to provide H&S support and advice to the PCC and churchwardens. St Mary's team also continued the provision of H&S assistance and guidance to St Maurice churchwardens and PCC.

The team have provided H&S support and advice to the parish through the annual review of extant Risk Assessments, H&S policies and the Fire and evacuation plan, maintenance of the Permit to Work regime and completion of multiple risk assessments for various Church and Church Hall events and activities.

The COVID 19 pandemic presented the Parish with many challenges during 2020; the H&S team being part of the Plympton Team Ministry Incident Management Group. This group was set up to manage the many aspects necessary in ensuring the safety of the clergy, volunteers and public, whilst complying with the government and CofE COVID guidance and regulations.

This support included the provision of multiple risk assessments for life services, private prayer, and public worship in terms of social distancing and other COVID safe measures to enable the church and church hall to open safely and close when necessary. The team also produced an occupancy statement to support the bookings system necessary to enable the conduct of major services.

Support to the Parish Safeguarding officer and the churchwardens throughout the year ensured that the parish remained legally compliant to H&S, safeguarding and COVID related regulations.

Routine annual building maintenance and inspections, testing of fire appliances and heating systems have continued throughout 2020 despite the COVID restrictions, with the H&S team providing advice to the churchwardens as necessary.

Quarterly H&S meetings continued throughout the year, the supporting records are stored in the Church Office.

Signed 12th March 2021.



Ian Duckworth NEBOSH Dip - Deputy Health and Safety Officer

SAFEGUARDING report to the APCM for 2020

Adults at risk of abuse:

1 risk identified: Concern reported to local authority. Safeguarding responsibilities sat with another organisation and therefore the matter was dealt with by them.

Children & Young People:

No concerns identified

DBS Renewals

A letter will be distributed to group leaders in the coming months to ensure DBS checks are in place for all volunteers/staff in the Parish in preparation of returning to some 'normal' following the Covid-19 restrictions which have put a stop to some of our activities.

Training

Gentle reminder that training is still a requirement, most of which can be completed online. There have been some changes to safeguarding training which will be implemented from 1st May 2021. Details can be found at <https://exeter.anglican.org/resources/safeguarding/safeguarding-training/>.

There will be four different safeguarding courses:

- Basic Awareness (formerly C0)

- Foundation (formerly C1)
- PTO Safeguarding
- National Leadership Pathway

Details of the training you require are available in the link above.



Samuel Snelling - Parish Safeguarding Representative

DEANERY SYNOD Report to the APCM for 2020

Due to the Covid-19 pandemic, there were no real opportunities to bring matters forward.

Meetings were still held 12th Feb, 18th July (Zoom), 13th October (Zoom).

12th February: Archdeacon Nick Shutt gave a presentation on "Joy 2020" and Mayflower 2020 and Chris Forster gave a presentation on Feast for Fun and the Lent Appeal.

18th July: there were items of information on Community Grants available to churches. Also the Ecclesiastical Insurance guide to Fundraising during Covid, and on Stewardship.

Top tips for fundraising by churches during COVID-19: key steps and suggestions for churches to take to keep fundraising going during the COVID-19 pandemic.

List of emergency grant funders: a collated list of funders that support churches and are currently offering emergency grants during the COVID-19 pandemic.

Researching possible donors and funders: some useful tips to help churches to organise research into possible donors and funders.

Checklist for grant applications: key elements to consider before making an application for funding from a trust or foundation or any donor.

Case for support guidance: insights to help churches to produce a solid case for an application, when applying for grants and approaching potential donors.

Outputs and outcomes: an explanation of the important differences between these two words when making a grant application.

On 13th October, only two representatives were able to attend: Phil Smith, Keith Escott and main discussions were:

Finance and a new Deanery Treasurer was introduced (Kathryn Brewer); Chris Forster reported on – Transforming Plymouth Together.

There was a continued focus on City initiatives around poverty relief and church-based work such as CTiP and ARC etc.

An AOB item was raised by your representatives, expressing concern that the managing of a long-term lease of church property during a vacancy was leading to an inappropriate delay in appointing a new Team Vicar, after Father Will's departure, and unreasonably pressuring our Rector over an extended period of time. It was noted that no financial relief was possible to reduce the negative impact on an unfilled vacancy. Your representatives emphasised that additional finances could assist the church in making a local impact even with reduced staffing as local people and visitors would see beneficial activity.

Phil Smith – Deanery Synod Representative