

The Parish of Plymstock & Hooe
Parochial Church Council

Correspondence address:-

The Rectory, 5 Cobb Lane, Plymstock,
Plymouth PL9 9BQ

Members' Report and Accounts
for the year ended

31 December 2020

Charity Number: 1133015

Team Rector Rev'd. Jennie Appleby

Bankers:

NatWest, 14 Old Town Street, Plymouth

Independent Examiner:

Barretts Chartered Accountants and Chartered Tax Advisers
22 Union Street, Newton Abbot, Devon, TQ12 2JS

Independent Examiner's Report to the Trustees of Plymstock & Hooe Parochial Church Council
Charity no. 1133015

I report to the trustees on my examination of the accounts of the Church for the year ended 31st December 2020.

Responsibilities and basis of the report

As the charity trustees of the Church you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

I report in respect of my examination of the Church's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Church as required by section 130 of the Act; or
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Ian Barrett FCA FCIE
Barretts
22 Union Street
Newton Abbot TQ12 2JS

3rd August 2021

Aim and Purpose

The Parochial Church Council (PCC) of the Parish of Plymstock & Hooe had responsibility in 2020 to cooperate with and to support its Clergy and Readers in promoting across its four churches the whole pastoral, evangelistic, social and ecumenical mission of the Church. Its principal aim was to work together across the Parish.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship in our churches, and to become part of our parish family. When planning church activities the PCC considers the Charity Commission's guidance on public benefit, and in particular the specific guidance on charities for the advancement of religion. Our services and worship put faith into practice through prayer and scripture, music and sacrament. Exeter Diocese offers a three point Mission Action Plan i) to grow in prayer, ii) to make new disciples, iii) to serve the people of Devon with joy. Based on this the PCC tries to enable ordinary people to live out their faith as church family members through:

- Connecting with God: Growing in faith through worship and prayer.
- Connecting with each other: Growing together through fellowship and discipleship
- Connecting with our local community: Growing and serving through mission and outreach work.

Achievements and Performance

a) Worship and prayer

Up until March 2020 the PCC had been pleased to note a varied range of services offered across the parish not only on Sundays, but also during the week. Members of our various congregations reported that these were both beneficial and spiritually fulfilling. For example, smaller 'said communions' had been available at different churches across the parish on Tuesday and Wednesday mornings contrasted with various sung Eucharists on a Sunday ranging from a live music Celtic lona setting in one location to formal traditional settings elsewhere. Monthly Sunday services of Evensong, Morning Praise and all-age worship had been available. Monthly Together@10 Sunday services had been attended by people from each of our four churches. Less structured opportunity had been available in the form of reading groups, house groups and prayer groups. Additional worship, study and meditation opportunity had been made available during Lent and Advent.

The Parish of Plymstock & Hooe

Due to Covid-19 lockdown restrictions, church buildings were closed and we offered weekly YouTube Sunday services which could also be viewed on zoom and included after service zoom fellowship and coffee. Weekly printed service sheets were also sent out to those not online. Midweek Prayer and meditation sessions as well as weekly bible study/fellowship zoom sessions proved popular.

b) Statistics

Summary 2020 statistics for the parish were as follows.

Average main Sunday service.

Church at Home via zoom

/YouTube.

70

(In addition, approx 55 others used printed service sheets at home.)

Worshipping Community

179

Electoral Roll

154

Baptisms

7

Marriages

1

Funerals

36

Attendance numbers greatly increased at Christmas and Easter. Baptism preparation and marriage preparation sessions were regularly available. Baptisms were occasionally performed during a main Sunday service.

Deanery Synod

During 2020 parish representatives on Deanery Synod kept PCC informed of items that included the following.

- Plymouth City Churches joint enterprise called "Feast for Fun" aimed at the alleviation of domestic hardship in the face of the pandemic.
- Two city wide Christian celebrations called "Joy 2020" and "Mayflower 2020"
- Deanery Mission and Pastoral Committee Reports to include updates on Bishop's Mission Orders.
- During the pandemic how Plymouth churches were coping with i. Communication using Technology, ii. Finance during times of income, iii. Pastorally was there danger of setting up a two-tier church?
- The publication of Plymouth City Deanery Synod Standing Orders

The Parish of Plymstock & Hooe

The Parish was pleased to congratulate Revd Jennie Appleby upon her appointment as Plymouth City Dean as from November 2020.

Church Buildings and Fabric Report 2020-2021

Our Church buildings, including halls were closed at the beginning of Lockdown 1 which began on 26 March 2020. St Mary & All Saints Church reopened for individual private prayer on 13 July 2020. Public worship resumed at St John's and St Mary & All Saints in September 2020 and ceased when Lockdown 3 began on 6 January 2021. (Public worship resumed once again from 4 April 2021 -Easter Sunday)

The Covid-19 situation over the last year forced a decrease in the usual maintenance taking place across all buildings. Some works were conducted however within Covid-19 safe systems of work.

Great progress was made in the Summer of 2020 in churchyard maintenance at St Mary & All Saints. This was a wonderful community effort with many non-worshippers helping with the grass cutting. It would be good to draw upon this goodwill moving forwards, however with the easing of Lockdown restrictions people may not have so much free time.

The first phase of trial remedial work on the roof at St Mary & All Saints took place in August 2020. This found that the condition of the roof was not as bad, as feared, and further works to complete the project are scheduled for Summer 2021. The Archdeacon of Plymouth issued a Written Notice providing permission to complete the work in February 2021. The total cost to complete the work was expected to be around £14,500.

Other items of maintenance which have occurred include the servicing of all fire extinguishers across all church buildings and checks/servicing of the lightning conductors at St John's and St Mary & All Saints. A handrail has been installed in the Boiler Room at St Mary & All Saints.

It was planned that our church halls would begin to reopen in 2021 with risk assessments in place to enable reuse. (The Brownies are now back at St Mary & All Saints hall and Little Lambs are soon to meet again at Oreston - April 2021)

With the continuation of Lockdown restrictions easing the Buildings Group planned to prioritise further works to take place across all other church and hall buildings in 2021. Graham Naylor, Buildings Group Leader wishes to extend his thanks to members of the Buildings Group for their help and support in meeting with contractors and arranging for maintenance and repairs to take place.

Volunteers

A great deal of work is carried out by a limited number of committed volunteers to keep our buildings, especially the interiors, in good shape. They are thanked unreservedly for the work they do. Indeed, the PCC would like to thank all volunteers who work tirelessly to make our Parish a lively and vibrant place. In 2020 our special thanks went to Churchwardens who set a pace and example for the rest of us to follow.

Mission and Evangelism

Various local, national and international missions and charities were supported by the four churches. It is hoped that the PCC can regularize such fund-raising across the parish so that we are all working on the same projects. As for many years previously, Christian Aid was one charity that received support by all four churches in 2020. As we were unable to have any in-person fundraising events, we held a Zoom Meal to raise funds for Christian Aid Week.

When schools were open, we were able to provide the occasional zoom assembly and a Christingle Service at Christmas. We worked closely with one school at Harvest by providing a video of the work of the food bank for an assembly and collected their contributions for the Foodbank.

Our links were care and residential homes changed too. Cards were sent to residents in one Care Home and the weekly YouTube Sunday Service was enjoyed by residents at another Home. A monthly newsletter was sent out to all those in the worshipping community across the parish.

Other Activities

All in-person activities ceased in mid March. However, we continued with events on zoom and when social distancing allowed, outdoor activities. An Ascension Day Service was recorded from the highest point in the Parish and we took part in the Diocesan 24/7 Wave of Prayer for Thy Kingdom Come. When our church buildings were closed we continued to serve the local community by collecting contributions for Plymouth Foodbank and the Shekinah Mission in boxes across the Parish. In the summer volunteer work parties made up of many local residents came to together to clear St. Mary's Churchyard. The help of volunteers from Team Rubicon was also greatly appreciated. In partnership with Transforming Plymouth Together, we worked ecumenically across local churches in establishing a Foodbank for local families during school holidays. The work of Traidcraft was supported across the parish.

Safeguarding

The PCC has complied with its obligation under section 5 of the Safeguarding and Clergy Discipline Measure 2016. The PCC has regard to House of Bishops' guidance on safeguarding children and vulnerable adults by acting within current legislation, guidance, national frameworks and the Diocese of Exeter Safeguarding procedures. It has evidenced this by the completion of the Diocesan Safeguarding Checklist which will be used for future planning. Each church has a named Safeguarding contact who liaises with the Parish Safeguarding Representative. Safer Recruitment, Training and DBS checking of those requiring it is ongoing.

Financial Review

It is with sadness that this review reports on the death of former Parish Treasurer, Basil Hulatt. Basil was a gifted, able man. We were fortunate that he chose to use his skills to the benefit of the Parish.

Banking: Three Banks were used by the Parish, The Cooperative Bank, (St. Mary's), Lloyds Bank (St. John's and The Holy Family) and NatWest Bank (PCC and The Good Shepherd).

The Holy Family's account with Lloyds was closed in August as part of the move to have one current account in the Parish.

Finance Team The newly established Finance Team operated the Parish's Finance as one entity. This was probably the first time that this had happened in the Parish. The concept of a Parish Team to look after Parish Finance worked well, especially in the payment of the Common Fund.

Common Fund The Common Fund is the Parish's largest and most significant item of expenditure. It contributes towards clergy salaries, clergy housing, Diocesan support, of which we make significant use, and clergy pensions.

Failure to pay in full has significant repercussions for the Parish.

The Finance Team found that there was a 2019 deficit in Common Fund Payments of £21,974.60. This was rectified in full by February. The 2020 Common Fund requirement of £87,443 was also met in full by December. (Incidentally, the 2021 requirement is £86,628.00)

Reducing the number of Bank Accounts The progress in moving to one Parish Account was too slow. Communications with the banks was dire. Obtaining full access to one bank account took 4 (four) months. However, the rationalising strategy of reducing the number of our bank accounts will continue in 2021.

The Parish of Plymstock & Hooe

Building Societies To protect The Good Shepherd's total cash assets of £91,212.26 (November) a building society account (Skipton) was opened (in the event of a bank collapse any entity with more than £85,000 in one bank will lose the excess). All churches are able to make deposits into this account.

Parish Giving Scheme (PGS) The benefits of donating through the Parish Giving Scheme (PGS) are substantial, in particular the Gift Aid element of a donation is deposited into the nominated bank within 10 (ten) days of the donation. This is a far quicker process than conventional gift aid giving where the gift aid element takes many months to reach its intended bank. Regular giving through the PGS system is encouraged, strongly, wherever possible.

Parish Finance Team Mention was made of the Parish Finance Team, above. For different reasons, it lost 3 (three) high calibre members, 42%. Currently it is under-resourced.

Generosity of Parishioners The individual generosity of Parishioners was substantial. It is greatly appreciated.

Special Thanks Thanks to Marion Banbury, Tony Maggs and Alan Forrester for their continued support and assistance.

Structure, Governance and Management

Parochial Church Council (PCC)

The method of appointment of PCC members is in accordance with Church Representation Rules.

The PCC in 2020 until the APCM in October comprised 3 Clergy, 1 Reader (ex-officio), 2 PTO Readers (ex-officio), 2 Parochial Churchwardens (ex-officio), 5 serving Deanery Synod Members (3-year terms of office), 2 serving Diocesan Synod Members (ex-officio) and 8 Lay members (2 from each worship centre, each nominated by electoral roll members at the ADCM of that particular church).

Following discussion at PCC, it was noted that the maintenance of 4 separate DCCs along with the PCC was no longer sustainable due to diminished numbers of regular congregants. Therefore, it was proposed that 'The Constitution', which set out the function and make-up of the DCCs should be dissolved and the Parish should revert to Church Representation Rules, whereby the PCC would be the sole body for governance and management of all parish matters. At a Special Meeting on 15th March 2020, a vote was held and the proposed motion was carried with 77% of those present in favour.

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The new membership of the PCC thus became: All Licensed Clergy, all Readers (ex-officio), all PTO Readers (ex-officio), 2 parochial churchwardens (ex-officio), 2 serving Diocesan Synod Members (ex-officio) and 12 Lay members. (2 Deanery synod reps would be appointed from the PCC).

Parish Governance would then be managed by teams including members of the PCC and other volunteers, to include:

(i.) *Finance team*: to oversee monetary matters of the parish, managed by a Treasurer assisted by 3-4 other members. Accounts would be consolidated to a single Parish Bank Account (with additional savings accounts as needed), within which there would be four sub-sections, one for each church.

(ii.) *Standing Committee*: to manage ongoing parish matters legal and material (*Under Rule M31 in Church Rep. Rules, with over 50 names on the electoral roll, the Standing Committee to consist of a) the minister, b) each churchwarden who is a member of the PCC c) at least 2 other PCC members appointed by PCC resolution*). This was established on-line by a PCC vote on Mon 23rd March due to recently introduced Covid-19 restrictions.

(iii.) *Church & Church Halls Buildings team*: to monitor and manage maintenance and care of the buildings across the parish.

(iv) *Ministry & Mission* – would be managed by various groups to be appointed as needs arose. Social, Worship, Pastoral and Prayer groups were already in place.

The full PCC met twice live and 9 times online during the year, with an average attendance of 81%.

During 2020, the PCC consolidated its Mission Action Plan. At its regular Zoom meetings, discussion took place on Mission and Outreach as well as Governance and Stewardship. The PCC was informed about local matters of finance, buildings, worship, mission, outreach, families, children, pastoral care and other items. In 2020 there were regular informal meetings of the clergy and churchwardens, the standing committee, buildings group and finance team, as well as other groups as the need arose.

Administrative Information

Our Parish is part of the Deanery of The City of Plymouth, in the Diocese of Exeter.

The 4 worship centres are each located as follows:

- St Mary & All Saints, Church Road, Plymstock, PL9 8BD
- St John the Evangelist, Church Hill Road, Hooe PL9 9SE

The Parish of Plymstock & Hooe

- Church of The Good Shepherd, Marine Rd, Oreston, PL9 7NN
- Church of The Holy Family, c/o The Staddy, Staddiscombe Rd, Plymstock, PL9 9LT

Clergy

Team Rector Rev'd Jennie Appleby

Team Vicar Rev'd Dave Appleby

Associate Priest Rev'd Carl Budden

The PCC

This is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2006) and Registered Charity No 1133015.

PCC members who have served from the APCM Oct 2020 until the date this report was approved were:

Ex Officio

Team Rector The Rev'd Jennie Appleby (Chairperson)

Team Vicar The Rev'd Dave Appleby

Associate Priest The Rev'd Carl Budden

Readers Mr Graham Dee

Mr Anthony Banbury (PTO)

Diocesan Synod Mr Graham Lea

Rob Wevill

Elected members

Parochial Church Wardens

Mr Graham Naylor

Dr Kerry Gilbert

Deanery Synod Reps*

*Appointed by & from PCC

Mr Bob Davidson

Dr Kerry Gilbert

Members

Mr Neil Broom

Mr. Bob Davidson

Mr. John Downer

Mrs Sheila Eccleston

The Parish of Plymstock & Hooe

Mr Richard Harvey

Miss Sara Jennett

Mr David Minter

Mrs Jan Rawson

Mrs Wendy Rees

Mr Peter Towell

(2 vacancies)

Trustees

All PCC Members are Trustees.

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Approved by the PCC and signed on its behalf

Rev Jennie Appleby (Chair)

.....*Jennie Appleby*.....

Date 7th June 2021

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The Parish of Plymstock & Hooe

Receipts & Payments account for the year ended 31st December 2020

	Parish	St Mary's	St John's	Good Shepherd	Holy Family	2020 Total	2019 Total
Receipts							
Donations	777	51697	796	425		53695	
Planned Giving		8461	1580	2241	1092	13374	41206
Parish Giving Scheme	1335	9337	6016	3278	1732	21698	
Other collections		4480	1304	130	194	6108	10481
Gift aid	321	2813	1504	820	389	5847	15707
Legacies						0	0
Fees	165	5970	4021	842		10998	12666
Fundraising						0	1112
Other	252			21		273	2096
Bell fund						0	0
Roof fund						0	10
Maintenance/fabric fund						0	81
Hall fund			2236	1115		3351	19309
Magazines		93	1714			1807	3305
Investment income	4	199	195	2		400	238
DCC						0	0
Diocese	4000					4000	5963
Clergy expenses						0	0
TBC						0	801
Restricted giving						0	1182
Inter church payments	0	0				0	5140
Community garden	0					0	700
Mission	0			1035	574	1609	906
Unidentified net movement	0					0	2091
	6854	83050	19366	9909	3981	123160	122994
Payments							
Common fund		82053	19663	13000		114716	64026
Organist fees etc				30		30	945
Clergy expenses	2371	697	60			3128	2684
Fees		5507	796			6303	2570
Church expenses				342		342	769
Running expenses		8766	211	118		9095	9333
Utilities		3108	1124	1611		5843	5336
Insurance		4086	1750	1381		7217	0
Trading cost						0	446
Mission giving		786			574	1360	2120
Other						0	64
Maintenance/fabric fund				3228		3228	7194
Fundraising						0	20
Salaries						0	1075
Hall fund			2407	190		2597	12229
Magazines			668			668	2309
Cleaner				200		200	330
Rent						0	350
Website						0	612
TBC						0	1002
Other costs				120		120	1602
Shared costs			245			245	905
Community garden						0	1340
Independent examiner	840					840	0
	3211	105003	26924	20220	574	155932	117261
Net Receipts	3643	-21953	-7558	-10311	3407	-32772	5733
Transfers	5062	522			-5584		
Bank balance brought forward	11161	58506	86769	103080	2177	261693	255960
Adjustment		-5780					
Bank balance carried forward	19866	31295	79211	92769	0	223141	261693

The Parish of Plymstock & Hooe
Statement of Assets and Liabilities at 31st December 2020

Assets			2020	2019
	General	Restricted	Total	
<i>Cash at Bank</i>				
Parish	16103	3763	19866	11161
St Mary's	25947	5348	31295	58506
St John's	79211		79211	86769
Good Shepherd	92769		92769	103080
Holy Family	0		0	2177
	214030	9111	223141	261693
<i>Investments</i>				
Exeter Board of Finance-St Johns	818		818	765
<i>Debtors</i>				
Gift aid	5046		5046	2319
LPWGS VAT claim	1236		1236	
Total Assets	221130	9111	230241	264777
Liabilities				
Independent examiner	1680		1680	1680
Total Liabilities	1680		1680	1680

Notes

Restricted Funds

Parish	Mission Fund	3763
St Marys	Roof Fund	3951
	Bell Fund	1397
		9111

Listed Places of Worship Grant

The Parish received £1,236 in 2021 as a grant to recover VAT paid in 2020 and 2021. It is Parish policy to use the LPWGS to obtain a grant of the same value as VAT paid to maintain church fabric.