

**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 2022  
Charity Number: 1133015

Team Rector Reverend Prebendary 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

# The Parish of Plymstock & Hooe

## Aim and Purpose

The Parochial Church Council (PCC) of the Parish of Plymstock & Hooe had responsibility in 2022 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 2022

### a) Worship and prayer

As we resumed Sunday worship on a regular basis, we settled on a pattern of weekly Sunday Parish Eucharist alternating between St. John's and St. Mary's (the two largest church buildings). A midweek communion service was held on Tuesday mornings at St. Mary's followed by coffee and discussion. Monthly informal services were held on Sunday afternoon services at St. Mary's,

St. John's and Church of the Good Shepherd. Special Services were held for the Queen's Platinum Jubilee and also upon her death.

Lent and Advent Groups were held via zoom as well as a study course based on the Church of England Report, Living in Love and Faith. Book groups met for discussion in a local pub. Home communions were taken to housebound members of the parish and services in local care homes resumed after Covid restrictions were lifted during the year.

### b) Statistics

Summary 2022 statistics for the parish were as follows.

Average main Sunday service.

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

70

Worshipping Community

160

Electoral Roll

141

## The Parish of Plymstock & Hooe

Baptisms	22
Marriages	7
Funerals	38

Attendance numbers greatly increased at Christmas and Easter. Baptism preparation was given to families and marriage preparation provided for couples.

### Deanery Synod Report 2022

During 2022 parish representatives on Deanery Synod kept PCC informed of items that included the following;

- Diocesan updates on Living in Love and Faith and the need for continued exploration of the themes raised ahead of the Bishop's council to consider it and the General Synod debate in early 2023.
- Updates on Transforming Plymouth Together, including the new Strategic Lead – Ayesha Cross, who updated us on current and new initiatives. Feast of Fun continues to serve families across Plymouth in need of support, especially during the school holidays.
- Introduced the Safe Families initiatives – Suzy Putnam explained how the service works with families who are isolated or in need of support at particular times to bring hope during adversity.
- Heard about the various initiatives by different church communities across Plymouth to support the wider community in various ways, e.g., through food banks, warm welcome spaces, family support initiatives etc.

### Church Buildings and Fabric Report 2022

Church buildings throughout the parish remain in good condition through the care and attention received by members of the PCC and congregation.

During the 2022/23-year routine and regular maintenance has been performed across all sites. This includes annual PAT (electrical), fire extinguisher, and boiler checks and testing.

**The Church of the Good Shepherd** has received maintenance work on the entrance porch, which includes repairs and painting. Similarly, rainwater downpipes have been replaced. Electrical lighting work is outstanding and is currently in hand.

**St John's Church** was visited by Western Steeplejacks to repair damage caused to the western gable end from previous winter storms. At the same time the seized mechanism of one of the church bells was freed. The building is in good condition, except for areas of damp and flaking plaster in the south-west corner, which will need to be investigated. The perimeter drainage channel around the church is regularly checked and has been unblocked. In June 2022 the grass and garden area behind the church was cut and generally improved. A Quinquennial Inspection will be conducted in July 2023.

## The Parish of Plymstock & Hooe

**St Mary & All Saints** Various works have been completed at during the year, including the replacement of the flagpole. Remedial works have been carried out on lighting in the tower. This work needs to be completed with the installation of a light in the bell chamber and this is progressing. Lighting fixtures in the church are also due to be replaced as many are now over 20 years old and are beginning to fail. The annual clock maintenance for this year is outstanding. Damp issues in the church are regularly monitored; previous damp has caused discoloration of walls in the church which will need repainting/restoration in time to come. Similarly, the entrance porch and ringing chamber in the tower is in a poor condition; the limewash plaster is regularly flaking off and repairs will need to be investigated this year; advice will be sought from the Diocesan Advisory Committee (DAC).

It should be noted that a team of church woodwork specialists, (members of the DAC) visited in June to survey potential dry rot/damp issues with the rood screen. Happily, it was noted that the rood screen does not have dry rot, but that some deterioration had occurred in part of the wooden sill on which the rood screen sits. This isn't serious, nor does it affect the structure of the screen. This sill dates to the 1888 restoration of the screen.

The parish was supported greatly by the Probation Service who maintained the churchyard at St Mary & All Saints throughout the summer months. This support was greatly appreciated, but we are unable to guarantee this support each year due to other commitments of the Probation Team.

**Finally**, I would like to extend my thanks to everyone who loves and cares for our church buildings. The PCC Buildings Team is comprised of Neil Broom, Pete Towell and Graham Naylor; we are very kindly and ably supported by so many, including Sid Rees and David Roberts.

Graham Naylor, Churchwarden

### Volunteers 2022

A great deal of work was carried out by a small number of committed volunteers to keep our buildings, especially the interiors, in good shape. They are thanked unreservedly for the work they do. The PCC would like to thank all volunteers who work tirelessly for the Parish. In 2022 our special thanks were due to Churchwardens who continued to 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. As for many years previously, Christian Aid was one charity that received support by all four churches in 2022. During 2022 the PCC decided to continue to give a regular financial contribution to Devon & Cornwall Refugee Services

As schools had returned more-or-less to normal this year, we were able to provide a number of assemblies in school for Harvest and Christmas. This year it was especially good to welcome schools back into church for Christingles and Carol Services, attracting over 1000 children and their parents into our buildings in the run-up to Christmas in December. We also welcomed school classes into our churches as part of their RE curriculum.

## **The Parish of Plymstock & Hooe**

We were able to re-connect with young people's organisations in our Parish this year and although we had to call-off the Cubs Christingle service due to bad weather, we were encouraged that they were eager to organise their service with us.

We have maintained our links with care homes and this year have been allowed to make pastoral visit to residents again as well as communion services.

We were also able to return to providing community Carol Services at Selkirk House and The Boringdon Arms and also reinstated our Christingle services at St Mary's and Good Shepherd on Christmas Eve attracting a large number of local families to both churches.

A new community initiative, Warm Welcome Space, was set up towards the end of the year meeting on Sunday afternoons in St. Mary's Church Hall. This provided a warm space, hot food, games and conversation for anyone in the parish. Hooe's Place Community Café met weekly in St. John's Church Hall, offering a hot meal and companionship for the elderly.

A monthly newsletter continued to be sent out to all those in the worshipping community across the parish.

## **Other Activities**

We continued to serve the local community by collecting contributions for Plymouth Foodbank in boxes across the Parish.

We have greatly appreciated the work of the Probation Service in keeping St Mary's churchyard tidy, particularly as all graves were made accessible, making a huge difference to the appearance of the churchyard. 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 2022**

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 is being used for future planning. The Parish has several named Safeguarding contacts who liaise with the Parish Safeguarding Representative. Safer Recruitment, Training and DBS checking of those requiring it is ongoing.

## **Financial Report 2022**

### *Banking:*

The Parish used three banks, The Cooperative Bank (St. Mary's), Lloyds Bank (St. John's) and NatWest (The Good Shepherd and PCC).

### *Financial Review:*

Income was £95,132 (£91,812) and Expenditure £76,088 (£124,388)

## The Parish of Plymstock & Hooe

### *Common Fund*

A sum of £48,939 (£86,679) was paid to Exeter Board of Finance, a deficit of £39, 818

### *Parish Financial Health*

Parishioners will note that an Income of £95,132 is insufficient to support a Common Fund Request of £88,757 Insurance (£7,414 , Utilities (£9,031) and other associated costs.

Equally, since Financial Year end 2019 Reserves were used to pay our obligations whilst in two previous years special end of year Donations from Parishioners paid our Common Fund.

None of this is sustainable. Imaginative ways of increasing our income are required.

### *Stewardship*

Many people take their Stewardship very seriously, both in terms of their assistance to the running of the Parish and in their financial giving.

Generally, where parishioners pay income or capital gains tax the most effective way of financially supporting the Parish is through the Parish Giving Scheme, where the Gift Aid element of the donation is paid to the Parish within days of making the donation.

### *Legacies.*

We are grateful to receive a legacy of £5,000

### *Merging the Parish bank accounts*

Software, specific to church use, was implemented to identify income and expenditure at each church. The software is a key cornerstone in bringing all the Parish Accounts together. Further work is required.

### *Reserves Policy*

It is the PCC policy to maintain a balance on unrestricted funds (if possible) which equates to at least three months unrestricted payments.

### *Thanks*

Thanks are due to Marion Banbury, Tony Maggs, and Mandy Towell.

In addition, special thanks are due to Kathryn Brewer(Deanery Treasurer)

[The Statement of Accounts for 2022 appears at the end of this document]

Bob Davidson

## **Structure, Governance and Management 2022**

### **Parochial Church Council (PCC) Report 2022**

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

Composition of the PCC in 2022 is shown as follows.

	Jan-May 2022 APCM	June - December
Clergy - ex-officio	2	2 (3 from Sept.2022)
Reader - ex-officio	1	1
Parochial Wardens - elected	2	2

## The Parish of Plymstock & Hooe

Deanery Synod Members 3 yr office appointed by PCC	2	2
Diocesan Synod Members - ex-officio	1	1
Elected Members	12	10

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

Finance team to oversee monetary matters of the parish, managed by a Treasurer assisted other members. The aim was for all accounts to 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 worship centre. This is yet to be achieved.

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*).

Church & Church Halls Buildings Team to monitor and manage maintenance and care of the buildings across the parish.

Ministry Team to plan worship and mission initiatives.

Full PCC met 3 times online and 4 times face-to-face in 2022, with an average attendance of 77%.

During 2022, the PCC continued to work on its vision for the Mission Action Plan. Five presentations with reflection and discussion took place throughout the year (i. Sense of community based on occasional 4pm services, ii. CofE "Thy Kingdom Come"/Platinum Jubilee, iii. Future pattern of services, iv. Future social events, v. Warm welcome space).

PCC regularly considered and acted upon local matters of finance, buildings, worship, mission, outreach, families, children, pastoral care, safeguarding and other items. In 2022 there were regular informal meetings of the clergy and churchwardens, the standing committee, buildings group, finance team, worship group and other groups as need arose.

### Administrative Information 2022

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

The 3 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
- Church of The Good Shepherd, Marine Rd, Oreston, PL9 7NN

### Clergy

Team Rector	Rev'd Prebendary Jennie Appleby	
Curate	Rev'd Joanne Parker	From Sept 2022
Associate Priest	Rev'd Carl Budden	

# The Parish of Plymstock & Hooe

## The PCC

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

## **PCC members in 2022.**

### Ex Officio

Team Rector	The Rev'd Jennie Appleby	(Chairperson)
Curate	The Rev'd Joanne Parker	
Associate Priest	The Rev'd Carl Budden	
Readers	Mr Graham Dee	
Diocesan Synod	Dr Kerry Gilbert	

### Elected members

#### Parochial Church Wardens

	Mr Graham Naylor	
	Dr Kerry Gilbert	(Lay Vice Chair)
Deanery Synod Reps	(Appointed by & from PCC)	

Mr Bob Davidson

Dr Kerry Gilbert

#### Members

Mr Anthony Banbury (Reader PTO)

Mr Neil Broom

Mr. Bob Davidson

Mrs Sheila Eccleston

Mr Richard Harvey

Miss Sara Jennett

Until Sept 2022

Mrs Delia Kevern

Mr Graham Lea

Mrs Wendy Rees

Until June 2022

Mr Peter Towell

Mrs Anne Corry

Until May 2022

Mr Michael Corry

Until May 2022

### Trustees

All PCC Members are Trustees.

**Statement of Accounts 2022    See Following Pages**



The Parish of Plymstock & Hooe

Parish of Plymstock and Hooe

Receipts and Payments account for the year ended 31<sup>st</sup> December 2022

	PCC	St Mary	St John	GS	Total PCC	2021
Income						
Planned Giving	688.00	1,060.97	900.00	1,440.00	4,088.97	5,041
Parish Giving Scheme	2,805.24	9,358.18	7,015.12	1,260.00	20,438.54	23,019
Other collections		4,029.93	1,045.75		5,075.68	4,380
Charitable Giving	2,032.73				2,032.73	
Donations	11,227.80	2,872.98	1,175.37	1,470.00	16,746.15	9,588
Gift Aid	701.32	6,570.83	1,753.80	315.00	9,340.95	5,709
Legacies	5,000.00				5,000.00	11,000
Diocese payment to PCC	4,059.96				4,059.96	4,000
Bank and B/S Interest	819.27	24.93	219.20	0.09	1,063.49	324
Fees	13,254.00				13,254.00	24,277
Hall Lettings*			2,600.00	1,491.00	4,091.00	
Other income	1,282.61	4,258.11	4,400.00		9,940.72	16
Bell Fund					0.00	360
Hall Fund					0.00	2,189
Community Garden					0.00	83
Mission					0.00	590
Grant to repay VAT					0.00	1,236
<b>Totals</b>	<b>41,870.93</b>	<b>28,175.93</b>	<b>19,109.24</b>	<b>5,976.09</b>	<b>95,132.19</b>	<b>91,812</b>

Expenditure						
Charitable Giving	2,581.40	82.45			2,663.85	
Mission Giving	171.37				171.37	995
Mission Costs	194.98				194.98	
Common Fund	48,939.00				48,939.00	86,679
Church Utilities		4,898.24	1,372.47	770.79	7,041.50	2,863
Church Insurance		4,052.86	1,910.61	1,008.93	6,972.40	6,899
Church Other	74.00	966.08	545.34		1,585.42	872
Church Maintenance		466.80	340.98	1,079.77	1,887.55	12,990
Clergy Expenses	23.84				23.84	796
Hall Utilities*			659.34	1,329.87	1,989.21	
Hall Insurance*				441.38	441.38	
Hall Other*				290.50	290.50	1,783
Hall Maintenance*			2,868.00	42.00	2,910.00	
Running Costs - IE & PCS	976.59				976.59	1,680
Fees						2,810
Other						6,021
<b>Totals</b>	<b>52,961.18</b>	<b>10,466.43</b>	<b>7,696.74</b>	<b>4,963.24</b>	<b>76,087.59</b>	<b>124,388</b>

Net receipts **-11,090.25** **17,709.50** **11,412.50** **1,012.85** **19,044.60** **-39767**

Common fund payments **12,797.00** **11,321.00** **13,071.00** **11,750.00** **48,939.00** **86,679**

\*The Parish Trustees (PCC) have no responsibility for St. Mary's Hall: its Income and Expenditure is excluded from these Parish Accounts (St. Mary's Hall is the responsibility of separate Trustees).

# The Parish of Plymstock & Hooe

## Parish of Plymstock and Hooe

Receipts and Payments account for the year ended 31<sup>st</sup> December 2022 (contd)

General Fund	Balance 01-Jan-22	Income	Expenditure	Transfers	Gains/Loss	Balance 31-Dec-22
	£	£	£	£	£	£
General Fund	113,961	83,991	-74,818	-3,990	-419	134,884

## Designated Funds

	Balance 01-Jan-22	Income	Expenditure	Transfers	Adjustment	Balance 31-Dec-22
	£	£	£	£	£	£
St John's Church	28,000.00					28,000.00
St John's Church		183.89				183.89
St John's Hall	26,718.62					26,718.62
St John's Fabric	326.89	8.36	-270.89			954.36
St Mary's Maintenance	13,445.34	22.55	-280.89	3,009.89		16,187.89
	68,489.85	296.71	-370.89	3,009.89	0.00	71,425.56

## Restricted Funds

	Balance 01-Jan-22	Income	Expenditure	Transfers	Adjustment	Balance 31-Dec-22
	£	£	£	£	£	£
Legacy		5,000				5,000
Charitable Giving		489	-344			145
Raising Collections		276	-575			-89
Mission Fund	3,763					3,763
St Mary's Hall Fund	1,757	2		89		1,818
St John's Hall		167				167
	5,520	5,834	-719	89	0	10,724

## Agency Collections

	Balance 01-Jan-22	Income	Expenditure	Transfers	Adjustment	Balance 31-Dec-22
	£	£	£	£	£	£
EDRF	8,436	8,599				17,035
Organ		2,599	-2,599			0
Vesper		800	-800			0
Bells		720	-720			0
St Mary's Hall*		3,500				3,500
*£3,500 to be received 2023 -						
St Mary's Hallnet	8,436	16,399	-3,919	0	0	20,916
PCC responsibility						

**Parish of Plymstock and Hooe  
Statement of Assets and Liabilities**

**Assets**

	General	Restricted	2022	2021
	£	£	£	£
<b>Cash at Bank</b>				
Parish	98,487	3,809	102,296	100,581
St Mary's	21,924	5,819	28,743	16,943
St John's	36,918	167	37,085	37,749
Good Shepherd	10,457		10,457	12,694
<b>Total</b>	<b>167,784</b>	<b>10,795</b>	<b>172,579</b>	<b>167,967</b>

**Investments**

St. John's				
Enter Board of Finance	826		826	835
CCLA	28,000		28,000	28,000
<b>Total</b>	<b>28,826</b>		<b>28,826</b>	<b>28,935</b>

**Liabilities**

Common Fund	39,767		39,767	0
Agency	20,895		20,895	592
<b>Total</b>	<b>60,662</b>		<b>60,662</b>	<b>592</b>

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**Trustees Report for 2022**

Approved by the PCC and signed on its behalf

Rev Jennie Appleby (Chair) ..... *Jennie Appleby* .....

Date ..... 11/6/23 .....

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**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 31<sup>st</sup> December 2022.

**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).

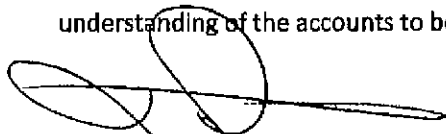
I report in respect of my examination of the Church's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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

25<sup>th</sup> May 2023