

**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 2023  
Charity Number: 1133015

Team Rector Reverend Prebendary Jennie Appleby

Bankers:  
NatWest, 12-16 Old Town Street, Plymouth, PL1 1DG

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 31<sup>st</sup> December 2023.

**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:

- Accounting records were not kept in respect of the Church as required by section 130 of the Act; or
- 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

16<sup>th</sup> May 2024

## The Parish of Plymstock & Hooe

### **Aim and Purpose**

The Parochial Church Council (PCC) of the Parish of Plymstock & Hooe had responsibility in 2023 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 has tried to enable ordinary people to live out their faith as if they were on a journey as God's pilgrim people 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 2023**

#### **a) Worship and prayer**

Regular Sunday worship follows 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 afternoons. Home communions were regularly taken to housebound members of the parish and services in local care homes.

We hosted a Confirmation Service in March and a Priesting Ordination Service in September when we celebrated the Priesting of our curate, Rev. Jo Parker.

Special Services and events were held for the Kings Coronation. Weekly vigils for peace between Israel & Gaza took place in November. Lent and Advent Groups were held as well as further discussions about the Church of England Report, *Living in Love and Faith*. In the autumn a monthly course was held to study and practice different styles of prayer.

At Easter and Christmas, we took part in Ecumenical services held at the Broadway Shopping Centre and also the Refresh Gatherings which brought together local churches on three occasions during the year.

## The Parish of Plymstock & Hooe

### Statistics 2023

Summary 2023 statistics for the parish were as follows.

Average main Sunday service.

(In addition, approx 40 others used printed service sheets at home.) 50

Worshipping Community 120

Electoral Roll 131

Baptisms 16

Marriages 3

Funerals 32

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

### Deanery Synod Report 2023

Deanery Synod met twice in 2023 in June and October. Each meeting of Deanery Synod has a main speaker where members are made aware of things that are happening in the Plymouth Deanery.

In June Brigit Kiyaga from the Mission and Ministry team was the speaker and the main theme was giving/stewardship. We were provided with some interesting facts and figures about people's giving habits in the Church of England. It was at this meeting that we were introduced to the Digital Giving scheme whereby the church nationally were rolling out an opportunity for parishes to bid for a contactless giving station for use in their church.

At the October meeting, we heard from Jeremy Putnam the new Mission Enabler for the diocese spoke to us about the Come and See weekend in November when the Archbishop of Canterbury would visit the diocese. He encouraged individual churches to organize their own Come and See events. He also introduced the Come and See series of videos, which could be used as a way to explore our faith in groups in our churches.

### Church Buildings and Fabric Report 2023

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

- During the year routine and regular maintenance has been performed across all sites. This includes annual PAT (electrical), fire extinguisher, boiler check and lightning conductor testing. All sites, except for St Mary & All Saints now have smart meters fitted.
- **The Church of the Good Shepherd** received maintenance work on an ad hoc basis. Electrical work was carried out by KES Electrics in May.

## The Parish of Plymstock & Hooe

- **St John's Church** had its Quinquennial Inspection in July 2023. The architect reported favorably on the condition of the church and a schedule of works will be drawn up based upon the findings of the Inspection.
- The window above the main entrance to the door in the St John's Church Hall needs to be replaced. The current window is enabling water ingress and is damaging the wall plaster beneath. A quote from a reputable carpenter to make a new window, (including the frame and surround) was approved by the PCC.
- **St Mary & All Saints** received regular maintenance work during the year.
- Work to update the existing lighting in the church and bell tower was investigated during the year. A quote for works was received from a local company and agreement was provided from the PCC to replace 40 floodlights in the church (nave, aisles and chancel) are approaching with up-to-date LED lighting units, which will improve the quality of light produced and reduce energy costs by up to 50%.
- The clock face on the west side of the tower remains in a poor state of repair and should be restored/repainted as funds permit.
- After consultation with Plymouth City Council (who manage the churchyard) a large beech tree, which stands opposite the Church Garage was pruned. A damaged branch was removed from the crown of the tree alongside branches which overhang the pavement and road.
- 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. Dampness is continuing to damage the stonework inside the entrance porch. The limewash plaster is regularly flaking off the wall in the ringing chamber and requires attention as soon as possible.
- The parish has been greatly assisted, once again, by the Probation Service who have maintained the churchyard at St Mary & All Saints throughout the year. Their work has been instrumental in maintaining this churchyard to a very high standard, ensuring it is accessible for the bereaved and visitors to the church.
- Finally, thanks to everyone who loves and cares for our church buildings.

## Volunteers 2023

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 2023 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 2023

A parish Alpha course was delivered in Jan/Feb. We held special events for the Coronation weekend, including a Barn Dance and took part in the 'Big Help Out' Day.

During Christian Aid Week the Parish made financial donations to the charity and a Coffee Morning raised a generous sum for Macmillan.

## The Parish of Plymstock & Hooe

We also hosted a diocesan travelling exhibition of photographs and written testimonies entitled *This Is My Story*.

In November, we took part in the Diocesan 'Come & See' weekend and organized a 'Come & Remember' afternoon for the bereaved which included a panel of speakers and a cream tea.

We visited some of the local primary schools to lead assemblies for Harvest and Christmas and to take lessons at Pentecost and Advent/Christmas. It was good to welcome schools into church for RE lessons and staged mock baptisms and weddings. We also hosted the usual Christingles and Carol Services for local schools and Cubs, attracting over 1000 children and their parents into our buildings in the run-up to Christmas in December.

The clergy conducted monthly communion services in care homes, Selkirk House and Furzehatt Residential Home, as well as Easter/Christmas services.

A community Carol Service was held at The Boringdon Arms and our Christingle services at St Mary's and Good Shepherd on Christmas Eve attracted a large number of local families to both churches.

Warm Welcome Space continued over the winter months in 2023, 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 2023

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.

## Safeguarding 2023

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.

## The Parish of Plymstock & Hooe

### Structure, Governance and Management 2023

#### Parochial Church Council (PCC) 2023

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

Composition of the PCC in 2023 is shown as follows.

	Jan - May APCM	May - December
Clergy - ex-officio	3	3
Reader - ex-officio	1	1
Parochial Wardens - elected	2	2
Deanery Synod Members 3 yr office appointed by PCC	2	2
Diocesan Synod Members - ex-officio	1	1
Elected Members	11	12

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

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*).

Ministry Team to plan worship and mission initiatives.

#### Administrative Information 2023

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

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.

## The Parish of Plymstock & Hooe

### **PCC members in 2023.**

#### Ex Officio

Team Rector	The Rev'd Jennie Appleby	(Chairperson)
Curate	The Rev'd Joanne Parker	
Associate Priest	The Rev'd Carl Budden	
LLM (Reader)	Mr Graham Dee,	
Diocesan Synod	Dr Kerry Gilbert	(Lay Vice Chair)

#### Elected members

##### Parochial Church Wardens

Mr Graham Naylor	Elected Annually
Dr Kerry Gilbert	Elected Annually

##### Deanery Synod Reps (Appointed by & from PCC)

Mrs Delia Kevern	Elected May 2022 for 3 years
Dr Kerry Gilbert	Elected May 2023 for 3 years

##### Members Mr Anthony Banbury(Reader/LLM) Elected May 2022 for 3 years, Ex.Off. from Sept 23

Mr Neil Broom	Until May 2023
Mr. Bob Davidson	Elected May 2023 for 3 years
Dr Frankie Dee	Elected May 2023 for 3 years
Mrs Sheila Eccleston	Elected May 2023 for 3 years
Mrs Elizabeth Elliot	Elected May 2023 for 3 years
Mrs Mary Goulding	Elected May 2023 for 3 years
Mr Richard Harvey	Elected May 2023 for 3 years
Mrs Delia Kevern	Elected May 2022 for 3 years
Mr Graham Lea	Elected May 2022 for 3 years
Mrs Lorraine Pinkham	Elected May 2023 for 3 years
Mr Peter Towell	Until May 2023

#### Trustees

All PCC Members are Trustees.

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Full PCC met on 8 occasions in 2023, with an average attendance of 78%.

During 2023, the PCC continued to address its vision for the Mission Action Plan. Building on earlier images of “connection-with-God,-each other-&-the-community” and the Diocesan “growing-in-



## The Parish of Plymstock & Hooe

prayer,-making-new-disciples-and-serving-people of Devon” we would become a “journeying” group - people on a “pilgrimage”.

Plans were made and events put in place for the King’s Coronation.

PCC regularly considered and acted upon local matters of finance, buildings, worship, mission, outreach, families, children, pastoral care, safeguarding and other items. In particular a match-funding bid “Give To Go Green” was secured to initiate upgrading of heating and lighting in St.Mary’s church. (£10k raised, + £10k grant = £20k total).

And during 2023 there were regular informal meetings of the clergy and churchwardens, the Standing Committee, the Ministry team and other groups as need arose.

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## Financial Report 2023

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

The Skipton Building Society(Plymouth branch) was also used as a Parish savings building society).

*Financial Review* Income was £178,607(£95,132). Expenditure was £136,031 (£76,088).

Our income was inflated by a generous, restricted legacy of £80,937. Our expenditure increased through payment of the 2022 Common Fund deficit of £39,767..

With the agreement of the Diocese, we paid £54,000 of the 2023 Common Fund Request, a deficit of £28,921. There is no liability beyond the paid £54,000.

A recent letter from the Acting Bishop of Exeter states that the Common Fund is used to pay “the clergy, clergy housing, resources for mission and ministry, training and support.” By not paying our Common Fund Requests we are relying on the generosity of other Parishes to contribute towards our shortfalls. Additionally it is building up potential difficulties for the future.

Our 2024 Common Fund Request is £81,574.

*Stewardship* Many parishioners are generous with their time and with their financial giving. Where people pay any tax on their income, the most effective way of contributing financially is through the Parish Giving Scheme. This system allows the Gift Aid element of a person's donation plus the donation itself to be received within days of making the donation. Currently, 30 people use the Parish Giving Scheme. The **average** donation is £53/month.

If 90 people were to use the Parish Giving Scheme, paying the current average donation, the Parish would raise **£71,550**. (There are 140 people on the electoral roll).

*Potential Financial weakness* St. Mary's designated Maintenance Fund had £16,601 at the end of the year. Given the size and age of the church this is considered to be insufficient.

*Plymstock Parish Hall/Hooe's Place* These activities play a significant part in the community and social life of the Parish. Financially, they raised £17,650.

*Potential Savings* The Parish is not frivolous with its spending. There are potential savings to be made with our utilities costs.

*Merging the Parish's Bank Accounts* The extent to which the PCC wishes to know the income and expenditure of each church/hall has an important bearing on the merging of the bank accounts and the way our financial software is used. This issue requires resolution in 2024.

## The Parish of Plymstock & Hooe

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

*Management of the Parish Finance* The Parish requires three/four people to manage its finances.

Thanks are due to Marion Banbury, Mandy Towell, and Tony Maggs. Finally, very special thanks are due to Kathryn Brewer (Deanery Treasurer).

### Statement of Accounts 2023

#### Parish of Plymstock and Hooe

#### Receipts and Payments account for the year ended 31<sup>st</sup> December 2023

	PCC	St Mary	St John	GS	Total PCC	2022
<b>Income</b>						
Planned Giving	1,327.76	6,190.86	1,640.00	20.00	<b>9,178.62</b>	4,089
Parish Giving Scheme	2,950.12	9,982.59	7,381.42	1,280.00	<b>21,594.13</b>	20,439
Other collections		4,038.40	2,279.20		<b>6,317.60</b>	5,076
Charitable Giving	1,094.45				<b>1,094.45</b>	2,033
Donations	6,522.18	1,969.62	1,316.65	0.00	<b>9,808.45</b>	16,746
Gift Aid	737.56	3,356.94	1,558.52	320.00	<b>5,973.02</b>	9,341
Legacies	0.00			80,936.82	<b>80,936.82</b>	5,000
Diocese payment to PCC	3,999.96				<b>3,999.96</b>	4,060
Bank and B/S Interest	2,098.93	190.35	1,291.71	1,115.45	<b>4,696.44</b>	1,063
Fees	8,114.00				<b>8,114.00</b>	13,254
Hall Lettings		10,500.00	9,809.00	1,784.00	<b>22,093.00</b>	4,091
Other income	3,510.12				<b>3,510.12</b>	9,941
Grants	1,290.00				<b>1,290.00</b>	
Hall Fund					<b>0.00</b>	
Community Garden					<b>0.00</b>	
Mission					<b>0.00</b>	
Grant to repay VAT					<b>0.00</b>	
<b>Totals</b>	<b>31,645.08</b>	<b>36,228.76</b>	<b>25,276.50</b>	<b>85,456.27</b>	<b>178,606.61</b>	<b>95,132</b>
					178,606.00	
<b>Expenditure</b>						
Charitable Giving	1,518.43	25.00			<b>1,543.43</b>	2,664
Mission Giving	0.00				<b>0.00</b>	171
Mission Costs	211.15				<b>211.15</b>	195
Common Fund	93,767.00				<b>93,767.00</b>	48,939
Church Utilities		9,758.64	2,143.90	1,160.19	<b>13,062.73</b>	7,042
Church Insurance		4,458.35	2,096.87	1,109.95	<b>7,665.17</b>	6,972
Church Other	1,326.45	462.41	818.34		<b>2,607.20</b>	1,585
Church Maintenance		2,388.83	1,397.94	288.80	<b>4,075.57</b>	1,888

## The Parish of Plymstock & Hooe

Clergy Expenses	826.92				<b>826.92</b>	24
Hall Utilities		4,751.80	2,648.81	1,565.31	<b>8,965.92</b>	1,989
Hall Insurance		1,136.93		470.82	<b>1,607.75</b>	441
Hall Other		161.80	82.13	530.25	<b>774.18</b>	291
Hall Maintenance		12.54	431.48	0.00	<b>444.02</b>	2,910
Running Costs - IE	480.00				<b>480.00</b>	977
Fees						
Other						
Totals	98,129.95	23,156.30	9,619.47	5,125.32	<b>136,031.04</b>	76,088
					-	
					136,032.00	
	-					
Net receipts	<b>66,484.87</b>	<b>13,072.46</b>	<b>15,657.03</b>	<b>80,330.95</b>	<b>42,575.57</b>	19,045
<b>Common fund payments</b>	93,767.00				93,767.00	48,939

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

### Assets

	<b>General</b>	<b>Restricted</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cash at Bank</b>				
PCC	64,895	96,113	161,008	102,296
St. Mary;s	32,756	1,765	34,521	28,743
St. John's	34,295	186	34,481	37,083
Good Shepherd	1,119	0	1,119	10,457
<b>Totals</b>	<b>133,065</b>	<b>98,064</b>	<b>231,129</b>	<b>178,579</b>

### Investments

St John's				
Exeter Board of Finance	904		904	826
CCLA	28,000		28,000	28,000
<b>Totals</b>	<b>28,904</b>	<b>0</b>	<b>28,904</b>	<b>28,826</b>

### Liabilities

Common Fund	0	0	0	39,767
Agency	0	6,512	6,512	20,895
<b>Totals</b>	<b>0</b>	<b>6,512</b>	<b>6,512</b>	<b>60,662</b>

### Represented by funds

Unrestricted	161,969	161,969
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## The Parish of Plymstock & Hooe

Restricted		91,552	91,552
<b>Totals</b>	<b>161,969</b>	<b>91,552</b>	<b>253,521</b>

<b>General Fund</b>	<b>Balance</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Gains/Loss</b>	<b>Balance</b>
	<b>01-Jan-23</b>					<b>31-Dec-23</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General Fund	124,965	81,273	-127,067	891	78	80,140
<b>Designated Funds</b>	<b>Balance</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Adjustment</b>	<b>Balance</b>
	<b>01-Jan-23</b>					<b>31-Dec-23</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
St John's Church	28,000					28,000
St John's Church	184	436				620
St John's Hall	26,718					26,718
St John's Fabric	556	2	-28	-274		256
St Mary's						
Maintenance	16,187	182	-703	935		16,601
Plymstock Parish Hall		13,785	-6,063	1,912		9,634
	<b>71,645</b>	<b>14,405</b>	<b>-6,794</b>	<b>2,573</b>	<b>0</b>	<b>81,829</b>
<b>Restricted Funds</b>	<b>Balance</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Adjustment</b>	<b>Balance</b>
	<b>01-Jan-23</b>					<b>31-Dec-23</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Legacy	5,000		-1,313			3,687
Charitable Giving	145	437	-342	-99		141
Retiring Collections	-99	396	-396	99		0
Mission Fund	3,763		-120			3,643
St Mary's Bell Fund	1,819	8				1,827
St John's Hall	167					167
Good Shepherd						
Legacy		82,052		0		82,052
Flower Fund		35				35
	<b>10,795</b>	<b>82,928</b>	<b>-2,171</b>	<b>0</b>	<b>0</b>	<b>91,552</b>
<b>Agency Collections</b>	<b>Balance</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Adjustment</b>	<b>Balance</b>
	<b>01-Jan-23</b>					<b>31-Dec-23</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
EDBF	17,395	6,278	-17,351			6,322
Organist		1,940	-1,800			140
Verger		500	-450			50

The Parish of Plymstock & Hooe

Bells	0	180	-180			0
Plymstock Parish Hall	3,500	52	-88	-3,464		0
	<b>20,895</b>	<b>8,950</b>	<b>-19,869</b>	<b>-3,464</b>	<b>0</b>	<b>6,512</b>

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Trustees Report for 2023

Approved by the PCC and signed on its behalf

Rev Jennie Appleby (Chair)  .....

Date 15/04/24.....