

**Annual Report 2024**  
**Hingham Parochial Church Council**



**Report for the APCM, 2 June 2024**  
**For the year ending 31<sup>st</sup> December 2023**

**The Parish of Hingham**  
**Meeting of Parishioners and Annual Parochial Church Meeting**  
**Sunday 2 June 2024 at 11am**

**AGENDA – Meeting of Parishioners**

Please note; All residents of the Parish of Hingham, together with non-residents on the Church Electoral Roll, are welcome to vote on Item 2. Voting on all other items is restricted to those whose names are on the Church Electoral Roll.

1. Opening Prayer
  2. Appointment of clerk to the meeting
  3. Apologies.
  4. Election of Churchwardens. (Vicar).
  5. Minutes of the Meeting of Parishioners for the Election of Churchwardens held on 16 April 2023
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**AGENDA – Annual Parochial Church Meeting**

1. Minutes of the Annual Parochial Church meeting held on 16 April 2023
2. Matters Arising from the minutes
3. Reports
  - 3.1 Electoral Roll (Electoral Roll Officer)
  - 3.2 Annual Report (Churchwarden)
  - 3.3 Financial statement and Accounts (Treasurer)
4. Elections
  - 4.1 Election of Deanery Synod representatives
  - 4.2 Election of PCC members for 3 years
  - 4.3 Election of Electoral Roll Officer
5. Appointment of Independent Examiner for the Financial Year 2024
6. Chairman's remarks
7. Any other business
8. Closing prayer

Please send apologies to Caroline Money, PCC Secretary, by email to;  
[admin@standrewshingham.org.uk](mailto:admin@standrewshingham.org.uk)

# Annual Report and Financial Statements for the Parochial Church Council for the year ending 31 December 2023

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# **Annual Report and Financial Statements for Hingham Parochial Church Council for the year ending 31 December 2023**

## **1. Background**

**Priest in charge;** Vacancy since 31 July 2021

**St Andrew's Church** serves the town of Hingham, by promoting the Christian message through its services and links with the community. There are two regular weekly services, as below and a monthly Messy Church;

Sunday 10am

Wednesday 9.30am.

There is a Sunday 8am, BCP Holy Communion, on the first and third Sunday.

The Hingham Parish is part of the High Oak, Hingham, Scoulton with Woodrising Benefice. It is noted that the Diocese is planning an amalgamation with The Shellrock Group and we have already started working together e.g. one service rota for the new Benefice area, one Benefice newsletter, one combined Lent course.

**St Andrew's Hingham Charity** (Charity Number 267241). Members of the PCC are Trustees of this charity. The annual returns were submitted on time.

**Bankers;** Barclays Bank

**Independent Examiner;** Sarah Drewery

## **2. Churchwarden's Report**

2023 has been a year of mixed blessings in Hingham. Whilst we remain without a Rector (and despite my confidence at the end of my last report that this wouldn't be the case this time around...), productive discussions with the Bishop are on-going, and we all continue to hope and pray that the right person will come and lead us soon.

The Ministry Team continue to support us with love and wisdom, and we thank them for all their hard work again over the past year. Christmas events in 2023 saw an overall rise in the number of people attending events at St Andrews, which is testament to them and their commitment to drawing people into our Church.

The biggest, positive news of the past 12 months is the completion of the toilets in the North-West corner of the church. So many years of hard work from countless people have finally paid off, and we are enormously grateful to all those who have contributed time and money, sweat and tears to make this happen.

Church finances remain challenging, but we have welcomed a new bookkeeper who is helping to restructure our finances as the facilities project nears its end.

Looking to the future, the PCC believes that our next steps will be about how we utilise our improved facilities to draw more people into our Church, to hear the good news, and to be a

positive source of change for our community. We are also grateful to the work of the Heritage Fund who support the fabric of the building, and look forward to continuing to work with them on the project to restore the bell ringing floor and bring regular bell ringing back to St Andrews.

Our projects over the past 12 months, such as the Paws for Coffee dog café, Messy Church amongst others, show that we can draw people into our Church. This year the PCC will continue to think about how we can take this further. We know that this is just the beginning!

Dr Richard Till, Churchwarden

### **3. Occasional Offices Report**

During 2023, St Andrew's Church had 2 Baptisms, 3 Weddings and 4 Funerals.

Caroline Money, PCC Secretary

### **4. Parochial Church Council (PCC) report**

The PCC met on 7 occasions in 2023 with 93% attendance. The usual reports were given on Finance, Standing Committee, Facilities Project, fundraising, service planning and the Interregnum.

The PCC agreed the Church Fees for 2023, reviewed the Safeguarding Policy and Plan, the Data Privacy Policy, the Social Media Policy and the Maintenance Plan. The PCC also implemented the Generous Giving Scheme.

Caroline Money, PCC Secretary

### **5. Electoral Roll Report**

St Andrew's Church reports a total of 66 named individuals on its Electoral Role; this constitutes an increase of 2% compared to 2022.

Of those 66 members, 50 (76%) live within the parish boundaries and 16 (24%) outside. Furthermore, 20 (30%) members identify as Male and 46 (70%) as Female.

New members can be added to the Electoral Roll throughout the year. Should you wish to be included please contact the Electoral Roll Officer via email; [admin@standrewshingham.org.uk](mailto:admin@standrewshingham.org.uk)

Caroline Money, PCC Secretary

### **6. Deanery Synod Report**

St Andrew's Church is a member of the Deanery of Humbleyard and is represented on the Deanery Synod by James Hampton. This area synod did not meet during the reporting period. This is exceptional and can be explained by the absence of a substantive Area Dean and competing priorities elsewhere in the Deanery.

James Hampton, Deanery Synod Representative

## 7. Safeguarding Report

James Hampton is the current Parish Safeguarding Officer (PSO) of St Andrew's Church, Hingham. All Church Officers are up-to-date with their mandatory training; and 70% of PCC members hold a valid certificate from the Disclosure & Barring Service (DBS). All PCC members are required to hold a valid certificate and this is a priority for the PCC in 2024. Nevertheless, all Church Officers not on the PCC but who work with children and vulnerable adults hold a valid certificate.

The PCC owns a Parish Safeguarding Plan which is available on request. This plan has been updated in light of the newly opened toilet facilities in the Church; these, along with our vision for greater community use of the building, attracts additional risks and a responsibility that the PCC ensures appropriate insurance is held by the Church and/or those hiring church premises.

During the reporting period no significant safeguarding concerns were raised and, therefore, no incidents have been escalated to the Diocesan Safeguarding Team.

James Hampton, Safeguarding Officer

## 8. Fabric Report

The organ and fire extinguishers had their annual service. The guttering was inspected, cleared and repaired during the year. The terrier was reviewed and updated during the year.

Caroline Money, PCC Secretary

## 9. Facilities Project Report

2023 finally saw the realisation of the much awaited installation of toilets, upgrade of the kitchen and relocation of pews. This work was started in June 2023, and was completed by the end of the year. We are very grateful for everyone's patience during the building works programme, it certainly has been worth the wait!

Caroline Money, PCC Secretary

## 10. Ministry in Music Report

"Oh give thanks to the Lord, call on His Name. Make known His deeds among the peoples. Sing to Him, sing praises to Him, tell of all His wonderful works." Ps104RSV

**Musicians** We are fortunate to have the contribution of some very talented musicians in St. Andrew's. We are fortunate that Richard Till and Susan Goode often play the piano at services and are grateful for the singers that regularly lead congregational singing from the front.

**Informal Choir** The group was formed in October 2008 to contribute music on an occasional basis to services and widen participation. The choir contributed music at Harvest, the Royal British Legion Service, Community Carol Service and Christmas Midnight Eucharist. The music performed included works by Martin How, Walford Davies, John Joubert and arrangements of carols. We are keen to augment our numbers.

**Services** We have a good balance of traditional hymns and contemporary worship songs in

our main service.

**Organ Voluntaries**. I contribute devotional organ music before the main service suitable for the period in the Church's liturgical year, and an organ voluntary afterwards drawn from a very wide repertoire ranging from music from the 1600s to contemporary.

**Organ** The organ continues to be in a good condition. We are also grateful to Chris Turner for the wonderful work he does in providing the optimum sound amplification for the singers and readers.

Peter O'Connor, Organist

## 11. Charities report

### 11.1 Heritage Fund Charity No: 1071172

Heritage Fund was formed many years ago to raise funds solely for the repair and maintenance of the fabric of St. Andrew's church.

Unfortunately, we will not be doing our usual Cake Stall in the Market Place this coming year but we will still be going ahead with one-off events like our coffee morning, barbecue and maybe some other events.

In the last few years we have contributed to maintenance and repairs. The next project we are raising funds for is to contribute to the repair of the bell-ringing chamber floor – around £98,000.

We always welcome new members and new ideas for fund raising. If you like to help us please contact the Acting Chairman on 01953 850 369 or e-mail [trett@nnbus.co.uk](mailto:trett@nnbus.co.uk)

Peter Trett Acting Chairman

### 11.2 Thurrold and Payne & Common Allotment Ecclesiastical Charity (Charity No. 244918)

The Thurrold and Payne Charity provides open space for use as allotment gardens and uses income generated from rents to help the poor of the parish of Hingham.

All except one (North 4) of the allotment plots were let during 2023.

Total income and expenditure (financial year end 31/09/2023);

Income	£1,403.87
Expenditure	£1,386.50

Charitable grants totalling £591.13 were made during the financial year 2022-2023.

During 2023, the main costs from the maintenance fund were for the following;

Skip hire	(£249.90)
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The purchase of stock fencing and posts	(£185.70)
Hedging	(£54.90)

We also managed to re-coup some costs by re-cycling the metal recovered from the caravan left on North 4

Aluminium body	£42.50
Ferrous metal chassis	£22.78

Summary of the work undertaken in 2023;

Estate fencing was erected along Folly Lane footpath on the east side of the allotment boundary to plot North 20. New mixed native hedging was also planted.

A huge effort was undertaken to clear the derelict and abandoned plot North 4; the plot was cleared of a mountain of accumulated rubbish, including carpets, broken plastic barrels, plastic sheeting, windows, worn out netting and fencing etc. We filled a large skip to do this. We also managed to clear other plots of carpets. The abandoned caravan was broken up and any metal was recycled, the wooden framing was burned, and any non-recyclable material was skipped. Existing cherry laurel hedging was dug out and new stock fencing erected. A new native mixed hedge was planted in its place and a conservation area was created on the northern boundary. We hope to continue to restore the boundary hedges where possible, creating wildlife corridors around the allotment site.

Matthew Smoker, Secretary

## 12. Church Groups

### 12.1 Keep Fit Group

Unfortunately this group has had to stop for most of the year due to the building works and ill health.

F Horrox, Keep Fit Group

### 12.2 Flower Arrangers

Main item this year was the building work in church, which involved re-siting the flower cupboard. This gave an opportunity to do a brief stock take and sort out of the flower cupboard. This is now complete and we have a good stock of bowls, trays etc for use on the window sills and in pedestals. Oasis about half a box left, was last purchased in December 2023, the current cost is £19.61 per box from Amazon or individually £1.25 per block, which I got from The Range, this is most competitive pricing after research. There are currently insufficient funds to purchase another box, so this we need to address.

Funds currently are £14.13 , after purchase of oasis and including two £5 donations, we started the year with £32.61. We have spent £27.11 on oasis. Flowers are usually provided and donated by the individual flower arrangers when its their turn to arrange the pedestal, currently on a fortnightly rota. The church does look lovely with flowers,



and one of the arrangers is currently doing a welcome pedestal by door voluntarily, which enhances the entrance.

Stephanie Hesse, Flower Arrangers

#### 12.3 Men's Breakfast Group

Held on the first Saturday of each month, we meet at 8:00 a.m., for around an hour. An excellent breakfast is provided by Lincoln's, so we can concentrate on putting the world to rights. Everyone is welcome.

Rodney Hall

#### 12.4 Messy Church

Janet Allison and I have been running Messy church for the last year and though it has been a slow start we are now hoping that with toilets and hot running water we can now encourage more families and adults to join us.

The idea being we encourage all ages to come together to play board games enjoy a chat or be creative joining in with activities and of course some food and drink!

Sue Hall, Messy Church

#### 12.5 Home Group

The group has grown this year with some new members who have added something special to our discussions. We share ideas and study scriptures together in an atmosphere of trust and confidentiality. Grateful thanks to those who have led sessions and we are all aware of how much we have grown together, how much more we have learned about Jesus and how to live in the power of his spirit. We have a prayer time during the evening where we share our concerns about world issues and bring to Jesus those who are on our minds or in our hearts.

Fred and Sheila have stepped down for a while and we look forward to their return soon. Rod and Sue continue to offer us the use of their home for which we are grateful, knowing that they always supply the best biscuits. There is always room for more, (people not biscuits,) and we encourage any who want to deepen fellowship and pray together to come along. It could be a life changing experience.

Dale Southall, Home Group

### **13. Treasurer's Report**

In the Financial Statement for the year ending Dec 2023 the total income exceeded the expenses showing a surplus of £7,860.00 for the year. Donation – other increased by 75%. (included the heating grant of £8750.00) The Miscellaneous column includes Gift aid, tax and small miscellaneous grants.

Restricted funds of £80,804 were spent on Development (toilets and kitchen) showing restricted funds balance is now £49,456.00 and general fund is £27,990.00 – Total Assets are £77,446.00.

Bridget Foreman PCC Treasurer

**St Andrew's Parish, Hingham**  
**Financial Statements**  
**For the Year Ended 31 December 2023**

**St Andrew's Parish, Hingham**  
**General Fund**  
**Financial Statements for the Year Ended 31 December 2023**

	2023 £	2022 £
<b>Receipts</b>		
Donations - Envelopes	-	-
Donations - Collections	4,749	4,212
Donations - Standing Orders	10,925	11,300
Donations - Other	12,841	3,845
Telephone Mast	16,251	16,367
Young Persons Activities	-	-
Income Tax Recovered	1,068	4,031
Fundraising Events	102	252
Fees	626	4,308
Workshops	-	-
Newsletter	-	-
Floodlighting	40	155
Transfer from Restricted Fund	17,000	-
Miscellaneous	12,589	-
From Heritage Fund	-	-
Investment Income - Increase in Valuation	-	-
Investment Income - Interest	2,972	2,063
<b>Total Receipts</b>	<b>79,163</b>	<b>46,532</b>
<b>Payments</b>		
Parish Share	18,010	18,000
Heating & Lighting	18,230	22,024
Maintenance	2,045	1,581
Service Maintenance	267	324
Clergy Expenses	-	-
Insurance	7,101	5,740
Salaries	2,375	1,833
Administration	740	-
Architects Fees	-	210
Building Services	250	-
New Heating System	-	-
Workshops	-	-
Toilet Hire	1,573	1,435
Newsletter	-	-
Sunday School	-	-
Young Persons Activities	-	-
Fundraising Expenses	-	-
Charity Giving	-	-
Transfer to Restricted Fund	17,000	-
Investment Expense - Decrease in Valuation	2,569	8,278
Investment Expense - Interest	-	-
Miscellaneous	1,144	315
<b>Total Payments</b>	<b>71,303</b>	<b>59,740</b>
<b>Surplus/(Deficit for the year)</b>	<b>7,860</b>	<b>(13,208)</b>
<b>Opening Balances</b>	<b>20,131</b>	<b>33,339</b>
<b>Closing Balances</b>	<b>27,990</b>	<b>20,131</b>

**St Andrew's Parish, Hingham**  
**Statement of Assets and Liabilities**  
**Financial Statements for the Year Ended 31 December 2023**

	2023 £	2022 £
<b>Investments</b>		
Blackrock Charico Units	2,604	23,843
M&G Charifund Units	14,393	35,723
CBF Deposit Fund	5,107	5,107
CBF Development Fund	80	14,080
	<u>22,184</u>	<u>78,753</u>
<b>Bank Accounts</b>		
Santander	-	-
Barclays Current	40,084	22,360
Barclays Business Saver	15,178	29,685
	<u>55,262</u>	<u>52,045</u>
Cash in hand	-	-
<b>Total Assets</b>	<u><b>77,446</b></u>	<u><b>130,797</b></u>
<b>Representing the following funds</b>		
<b>Restricted Funds</b>		
Development	(80,804)	11,716
Heating	114	-
Admin	2,554	(0)
Book Sales	734	683
Organist Fees, etc	77	-
Organ Repairs	14,631	14,830
Hand Bells	1,066	1,066
Toilets	62,077	34,610
Church 700	-	-
Heritage Repairs	-	-
Messy church	776	486
Diocese Fees	720	-
Land Sale	47,000	47,000
Charity Collection	510	276
	<u>49,456</u>	<u>110,667</u>
<b>Unrestricted Fund</b>		
General	27,990	20,131
<b>Total Assets</b>	<u><b>77,446</b></u>	<u><b>130,797</b></u>

**Auditor's Report**

The income and expenditure accounts for the year ended 31 December 2023 is in accord with the books and documents presented to me and is a true statement of the net assets as at 31 December 2023.



**St Andrew's Parish, Hingham**  
**Restricted Funds**  
**Financial Statements for the Year Ended 31 December 2023**

2023														2022
	Development £	Admin £	Book Sales £	Organist Fees, etc £	Organ Repairs £	Hand Bells £	Toilets £	Church 700 £	Heritage Repairs £	Messy church £	Diocese Fees £	Land Sale £	Charity Collection £	Total £
Receipts														
Donations		2,750			35	-	-	-	1,250	322	-	-	1,088	4,318
Transfers from Heritage Fund Charity														1,869
Transfers from General Fund														1,050
Transfers										-				-
Book Sales			51				-	-						51
Tea bottle	143						-	-						143
Receipts	-			702			27,468				3,187	-		39,214
Interest	654													94
Fundraising events	-													105
Total Receipts	797	2,750	51	702	35	-	27,468	-	1,250	322	3,187	-	1,088	42,708
Payments														
Architect	4,966													4,966
Book Sales Payments			-											1,050
Building Services	88,350													88,350
Organ Repairs					234									234
Payments		196		625						32				6,656
Heating Costs														-
Fundraising Costs														-
Toilet Costs														-
Paid to Diocese											2,467			5,478
Transfers to Heritage Fund Charity									1,250					3,150
Charity Payments													864	1,566
Total Payments	93,316	196	-	625	234	-	-	-	1,250	32	2,467	-	864	98,984
(Deficit)/Surplus for the year	(82,519)	2,554	51	77	(189)	-	27,468	-	-	290	720	-	234	24,808
Opening Balances	11,716	(9)	683	-	14,830	1,066	34,610	-	-	486	-	47,000	276	86,899
Closing Balances	(80,804)	2,554	734	77	14,631	1,066	62,077	-	-	776	720	47,000	510	110,667

