

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OTTERY ST MARY

England & Wales · Charity number 1133945

Details

Other names OTTERY ST MARY PCC

Status Registered

Legal form Previously excepted

Registered 2010-02-01

Register [View on the Charity Commission register](#)

Contact

Address Ottery St. Mary Parish Church
Paternoster Row
Ottery St. Mary
Devon
EX11 1DP

Phone 01404 814573

Email churchoffice@otterystmary.org.uk

Website www.otterystmary.org.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Public worship open to all. The provision of sacred space for personal prayer and contemplation. Pastoral work including visiting the sick lonely and bereaved. Teaching of Christianity through sermons courses and small groups. Promoting the whole mission of the Church through activities for senior citizens parents and toddlers and other special needs groups. Support for UK and overseas charities

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Devon

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£159,175	£163,935	-	-
2023-12-31	£180,054	£119,320	-	-
2022-12-31	£133,434	£119,278	-	-
2021-12-31	£113,189	£108,908	-	-
2020-12-31	£121,431	£123,262	-	-

Trustees

Name	Role	Appointed
Anitra Lockwood		2024-04-10
Barbara Simmonds		2023-03-30
Elizabeth Everett		2023-03-30
Howard Clayton		2024-04-10
Jaclynn Baker		2025-04-30
John Maybery		2020-10-07
Kathryn Ruth Duffy		2022-03-28
Mark Robert Rix		2023-03-30
Melloney Rose O'Brien-Kaye		2024-04-10
Rev Carys Baker		2025-01-01
Rev Lydia Margaret Sheelagh Cook		2021-11-24
Sue Clayton		2021-05-12
Valerie McIntosh		2022-03-28

Accounts



The Parish of Ottery St Mary

Address for correspondence:

Ottery St Mary Parish Church, Paternoster Row, Ottery St Mary, EX11 1DP

Annual Report and Financial Statements

of the Parochial Church Council

for the year ended
31st December 2024

Rector:

The Reverend Lydia Cook

Bankers:

Santander
PO Box 1109
Bradford
BD1 5ZJ

Independent Examiner:

Mr Nik Cross
32 Pavey Run
Ottery St Mary, Devon EX11 1FQ

Our web site:

www.ottervalechurches.org

The Parochial Church Council is a Registered Charity no [1133945](#)

The Parochial Church Council of Ottery St Mary the Virgin, and St Edward the Confessor Wiggaton

Annual Report for the year ended 31st December 2024

Aim and Purpose

The Parochial Church Council of the Ecclesiastical Parish of Ottery St Mary ("the PCC") has the responsibility of cooperating with the Incumbent, the Reverend Lydia Cook, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. As well as St Mary's Church, it also has responsibility for the Church of St Edward the Confessor, Wiggaton ("Wiggaton") which is licensed as a District Church, with its own elected District Council and Deputy Churchwarden.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our Churches, and to become part of our parish family. When planning our activities, the PCC has considered 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. We try to enable ordinary people to live out their faith as part of our parish family, through:

- Worship and prayer: learning about the Gospel, and developing their knowledge and trust in Jesus;
- Provision of pastoral care for people living in the parish; and
- Mission and outreach work.

Achievements and Performance

Worship and Prayer

Ottery St Mary church offers a range of worship services on Sundays: a weekly service at 10.30am (3 x Holy Communion and 1 x Morning Worship) and monthly BCP Holy Communion and Choral Evensong. Fifth Sundays offer a more informal praise service often with input from children. On 2nd Sundays there is an informal evening service to June 2024, Inspire – a café style service, and from July 2024 Praying the News – a discussion and prayer time based on the week's news.

Wiggaton has 2 services a month, either 2 services of Common Worship Holy Communion, or one Holy Communion and Morning Worship with leadership shared between the Rector and John White. John retired as an LLM but continues to lead services at Wiggaton. The church had its annual Songs of Praise, a well-attended carol service and services at the major festivals.

Midweek prayer is offered in both Ottery and Wiggaton. Evening Prayer is offered in Ottery on Mondays and Tuesdays with Prayers for Peace on Wednesdays. Tots Praise worships weekly, MU Holy Communion is celebrated on the 1st Thursday and a "Becoming Whole" service is held on 3rd Thursdays.

At present there are 157 parishioners on the Electoral Roll, 135 of whom live within the parish. The average Sunday attendance at the 10.30am Service on Sundays at Ottery was 75 (with a church family of 150+). The average Sunday attendance at Wiggaton on Sundays was 12 (with a church family of 18).

Lent fell very early in 2024 and was observed with an Ash Wednesday service of Holy Communion, and a weekly Lent course on prayer. The Mothering Sunday service was supported by singing from our children's choirs. In Holy Week we held a simple service of Holy Communion on Maundy Thursday with the stripping of the altars. We joined in the Love Ottery Walk of Witness on Good Friday and had an afternoon Service of Reflection on the Cross. A children's Easter Experience was held on Holy Saturday. Easter Day was celebrated with a joyous service of Holy Communion.

On Pentecost Sunday we welcomed all the churches of the OVMC together for a service of Holy Communion followed by a picnic.

The Remembrance services were very well attended by the town and uniformed organisations with the children all singing an anthem together. We supported the bereaved through our annual All Soul's service and a Bue Christmas service both with significantly increased attendance this year.

The annual Advent Carol service for the Mission Community was well supported. We welcomed the Guides and The Kings School for their carol services and held our own Carols by Candlelight. We were invited to sing carols at the Coffee Bank and the children's Choirs led our Crib-stingle service which was once more packed with over 400 people in attendance.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. There have been 19 Baptisms, 8 weddings and 28 funerals (13 in church and 15 at the crematorium) during the year.

Those who are no longer able to come to Church are not forgotten: Holy Communion is received at home or in a care home by 20+ people each month.

Church attendance at both Ottery and Wiggaton is increasing.

Groups

House groups: Tuesday group, Explore, Gateway, Tumbling Weir and Tuesday Afternoon Group all met regularly. Other Midweek groups flourished in 2024: Tots' Time, Lighthouse Choir and Bright Stars, Coffee and Chat and Friendship Lunches.

Deanery Synod

Four members of the PCC sit on the Otter Vale Deanery Synod. This provides the PCC with a link with the churches around us, and also with the Diocese as a whole. It also receives reports from the General Synod.

Church Fabric

St Mary's church building is vested in Ottery St Mary Church Corporation but from March 2024 the day to day running of the building and its maintenance passed to the PCC under a new Deed of Covenant instituted by the Bishop of Crediton. A new Fabric Working Group (reporting to the PCC) manages the fabric maintenance and repairs. The PCC was delighted to have been able to appoint a new Health and Safety officer.

As well as routine and the on-going repairs to a building that is nearly 700 years old, the lightning conductors were services and overhauled.

Wiggaton building maintenance is self-funded, with the year-end restricted fund for that purpose standing at £21k

Mission and Evangelism

Outreach into the community continued with 2 Family Fun Days in Ottery, Carols in the Coffee Bank, and our work with children and families. Wiggaton Church held its Christmas Dinner and hosted a village concert.

Other Activities

In March each year the PCC publishes a separate document containing reports and details of the 20 organisations and groups that are part of our Church family. The PCC furthered the work of the reordering of the church (The Connect-Enhance-Engage project) which had a revamp under the title Shine A Light. The faculty for the work was granted and an initial tender was undertaken. A busy schedule of fundraising was undertaken.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Volunteers

The members of the PCC would like to thank all the volunteers who work so tirelessly to make our Church a lively and vibrant community. Our especial thanks go to our Churchwardens and Deputy wardens.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers (if so decided at the Annual Parochial Church Meeting ["APCM"]), those elected to the Deanery Synod, and other members who are elected at the APCM by those on the

Electoral Roll. Wiggaton's District Church Council is constituted such that, on an annual basis, a representative from one of Wiggaton's habitual worshippers shall be elected as a PCC member at the APCM. Members of the congregation are always encouraged to join the Electoral Roll, and, if so qualified, to consider standing for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The full PCC met 7 times during the year. The average level of attendance was 80%. To facilitate its work, the PCC operates through a number of committees, which meet between full meetings of the PCC.

Standing Committee.

This Committee met 11 times. This is the only committee required by law.

The **Finance Committee** oversees the work of financial management and stewardship.

Membership: John Maybery, Bruce Odlin, Paul Simmonds, Val McIntosh, Rev Lydia

The **Safeguarding Team** supports the PSR in all matters of safeguarding.

Membership: Mell Kaye, Kay Duffy, Barbara Simmonds, Howard Clayton Rev Lydia

The **Charitable Giving Group** recommends to the PCC those charities which the church might support and supplies ongoing information to the church community at large.

Membership: Diana Gee, Sue Jeacock, Helen Atkinson, Rev Lydia

The **Fabric Working group** meets every 2 months to oversee the maintenance and repairs to the church fabric.

Membership: Ian Godfrey, Richard Coley, Simon Lowne, Jan Fowles (H&S Officer), Rob Fowles, Jeff Wyldes, John Maybery, Val McIntosh, Rev Lydia

The **Church Focus group** meets every 2 months to offer challenge and support to the incumbent on the culture of the church and the opportunities for growth and congregational engagement

Membership: Mell Kaye, Rosie McIntosh, Sue Jeacock, Val McIntosh, Jane Bennett Rev Lydia

The **Link** sub-committee attended to pastoral matters, supporting existing and new members and as its work was being replicated or superseded by other groups finished its work at the beginning of the year.

The **OVMC Eco Group** meets 3 – 4 times through the year offering encouragement and opportunities for engagement with eco church across the Mission Community.

Administrative Information

The Parish Church is situated at Ottery St Mary Parish Church, Paternoster Row, Ottery St Mary, EX11 1DP. It is part of the Diocese of Exeter within the Church of England. The correspondence address is The Parish Office, Ottery St Mary Parish Church, Paternoster Row, Ottery St Mary, EX11 1DP

Wiggaton church is located at Sidmouth Rd, Wiggaton, Ottery Saint Mary EX11 1PX.

The PCC is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2020) and a Charity registered with the Charity Commission.

PCC members who have served from 1st January 2024 until the date this report was approved were:

Michael Farley (to April 2024)
Steve King (to April 2024)
Rosie Hall (Churchwarden, to April 2024)
Di Passey (Diocesan Synod, to July 2024)

Current Trustees:

Sue Clayton, 2023-2026 Deanery Synod
Rev Lydia Cook, joined 2021 (Incumbent)
Kathryn Duffy, 2022-2025
Elizabeth Everett, 2023-2026
David Kerr, 2023-2026 (resigned 2024)
John Maybery, 2023-2026 Deanery Synod
Valerie McIntosh, 2023-2025 (Churchwarden) and 2023-2026 Deanery Synod
Mark Rix, 2023-2026
Barbara Simmonds, 2023-2026
Melloney O'Brien Kaye, 2024-2027
Anitra Lockwood, 2024-2027
Howard Clayton, 2024-2025 (Churchwarden)

Other Members (non-voting):

Sue Jeacock PCC Secretary

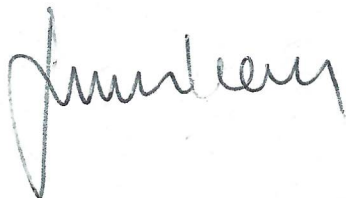
Signed:



Rector

Date 15/4/25

Signed:



Treasurer

Date 15/4/25

FINANCIAL REVIEW 2024

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

UNRESTRICTED FUNDS

There was a welcome increase in receipts from fundraising, The May Fete was a great success, and the team who provide the catering at the Community Market raise at least £1000 over the year. Some fundraising energy was, necessarily, diverted to funding the CEE Project. The shop has also continued to make good progress, and we are very grateful to those who make and donate items for us to sell.

There was a slight reduction in Planned Giving overall, and the PCC plan to address this as planned, regular giving plus the Gift Aid generated by it is our most secure and reliable source of income.

Our investment income benefitted significantly from the continuing higher rates of interest.

The Diocesan Common Fund was again paid in full.

The cost of gas and electricity is a continuing concern with usage and contracts being closely monitored. The payment for electricity reflected a significant hangover from 2023 when the supplier was very late in sending an invoice. At Wiggaton the standing charge far exceeds the cost of electricity used.

'Church routine repairs' includes the regular servicing of various items of equipment. The significant outlay was on servicing and necessary repairs to our lightning conductors.

Other expenditure kept reasonably close to budget leaving us with a small but important surplus.

RESTRICTED FUNDS

The CEE project designer and the architects for the project were paid during the year from grants received. Preliminary work also revealed the need for an asbestos survey, and the presence of bats in the roof spaces required a professional survey and licences which cost about £3000 in total.

The Give2GoGreen match funding project went brilliantly well and we were able to raise the maximum £10,000 which the Church of England then matched. This, too, was to help fund the CEE Project

FIXED ASSETS

None were acquired in 2024.

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary
Statement of Financial Activities (Receipts & Payments)
January 1, 2024 to December 31, 2024 (compared to January 1, 2023 to December 31, 2023)

Receipts	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
Income and Endowments							
Income from Charitable Activities							
Hire of church buildings	2,820			2,820	1,685	1,135	67%
Income from catering	400			400	480	-80	-17%
PCC Fees Income	7,721			7,721	5,772	1,949	34%
Printing & Stationery Income	311			311	303	8	3%
Income from Donations and Legacies							
Cash Collections							
08:00 Service	20			20	20		
09:30-11:00 service	4,684	844		5,528	3,774	1,755	46%
18:30 Service	499	245		744	528	217	41%
Other services	293	1,075		1,368	1,988	-620	-31%
Special Services & Life Events	1,768	1,174		2,943	655	2,288	349%
Donations							
Coffee & Chat	506			506	384	122	32%
Gift-aided donations	2,610	12,169		14,779	3,543	11,236	317%
Other donations	2,403	6,525		8,928	5,612	3,317	59%
Refreshments	968			968	916	52	6%
Votive candles	1,020			1,020	960	61	6%
Gift Aid Claimed	15,271	205		15,476	14,643	833	6%
Grants - Non Recurring	1,356	5,300		6,656	63,737	-57,081	-90%
Grants – Recurring	450			450	426	25	6%
Planned Giving - Gift Aided							
Tax efficient planned giving (Wiggleton) - Standing Order	2,010			2,010	2,010		
Tax-efficient planned giving - PGS	38,286			38,286	38,352	-67	-0%

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary

Statement of Financial Activities (Receipts & Payments)

January 1, 2024 to December 31, 2024 (compared to January 1, 2023 to December 31, 2023)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
Tax-efficient planned giving - cd reader/web	2,035	150		2,185	2,095	90	4%
Tax-efficient planned giving - standing order	4,770			4,770	4,855	-85	-2%
Planned Giving - Non-Gift Aided							
Other planned giving - P-GS	2,378			2,378	2,659	-281	-11%
Other planned giving - standing orders	1,090			1,090	2,330	-1,240	-53%
Special Collections	274	1,167		1,441	1,690	-249	-15%
Income from Other Trading Activities							
Church Shop receipts	5,203	5		5,208	4,745	463	10%
Fetes, Bazaar, Other Fund-raising Events							
Annual Fete	3,121			3,121	2,004	1,117	56%
Other fundraising	4,747	12,722		17,469	5,728	11,741	205%
Tar Barrels (!)		1,651		1,651	1,115	536	48%
Flowers income		565		565	461	104	23%
Membership Subscriptions as Payment for Goods & Services					70	-70	-100%
Investment Income	500			500	1,520	-1,020	-67%
Interest Received	4,102	582		4,683	1,702	2,981	175%
Other Incoming Resources		100		100	11	89	782%
Reimbursement of costs from other churches	3,078			3,078	3,282	-204	-6%
Total Receipts	114,693	44,481	0	159,175	186,054	-20,880	-12%
Payments							
Expenditure							
Charitable Activities							
Charity Management & Administration							
Bank Charges							
Transaction Fees	131	382		513	185	328	178%

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary
Statement of Financial Activities (Receipts & Payments)
January 1, 2024 to December 31, 2024 (compared to January 1, 2023 to December 31, 2023)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
Costs of Independent Examination/Audit	98			98	80	19	23%
Charity Running Costs							
Cleaning Materials	138			138	179	-41	-23%
Housekeeping	250			250		250	
Insurance	749			749	735	13	2%
Printing & Stationery Costs	1,793			1,793	1,621	172	11%
Church Running Costs							
Church Electricity, Oil & Gas							
Church electricity	4,147			4,147	2,446	1,700	69%
Church gas	4,483			4,483	5,400	-916	-17%
Electricity - Wiggaton	470			470	202	268	132%
Church Housekeeping							
IT licences & support	1,130			1,130	1,062	68	6%
Legal & associated subscriptions etc	911	11		922	846	76	9%
Office costs	684			684	263	420	160%
Church Major Repairs		587		587	10,715	-10,128	-95%
Church Routine Repairs	4,294	4,766		9,060	2,895	6,165	213%
Church Telecoms	1,104			1,104	827	277	33%
Church Water & Sewage	314			314	296	18	6%
Guild subscriptions					90	-90	-100%
Clergy Expenses	2,116			2,116	1,704	412	24%
Cost of Services							
Choir music		270		270	59	211	354%
Other service costs	712	92		804	1,333	-529	-40%
Wine / Waiters / Candles	710			710	495	215	43%
Cost of catering	579	87		667	403	264	65%

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary
Statement of Financial Activities (Receipts & Payments)
January 1, 2024 to December 31, 2024 (compared to January 1, 2023 to December 31, 2023)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
Cost of flowers		491		491	544	-53	-10%
Costs of Church Shop	2,191			2,191	1,888	303	16%
Diocesan Quota	66,348			66,348	62,364	3,984	6%
Employee Costs	12,748	860		13,608	13,836	-227	-2%
Grants	63	1,567		1,630		1,630	
Other Charity Societies	832	5,090		5,922	4,317	1,605	37%
Mission and Evangelism Costs							
Mission projects					55	-55	-100%
Training Courses		75		75	340	-265	-78%
Expenditure on Raising Funds							
Costs of Fetes, Bazaar, Other Fund-raising Events		212		212		212	
Annual Fete	196			196	171	25	15%
Flower Festival					75	-75	-100%
Other fundraising costs	131	1,056		1,187	129	1,058	819%
Tar Barrels (E)					355	-355	-100%
New building work to the church		41,047		41,047		41,047	
Other Expenditure	21			21	652	-630	-97%
Total Payments	107,341	56,594	0	163,935	116,562	47,373	41%
Other Receipts & Payments							
Purchase of Fixed Assets & Investments			3,309			-3,309	-100%
All Receipts	114,693	44,481	0	159,175	180,054	-20,880	-12%
All Payments	107,341	56,594	0	163,935	119,871	44,064	37%
Transfers Between Funds	-4,222	4,222	0	0	0	0	

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary
Statement of Financial Activities (Receipts & Payments)
January 1, 2024 to December 31, 2024 (compared to January 1, 2023 to December 31, 2023)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
Net Movement in Funds	3,131	-7,891	0	-4,760	60,183	-64,943	-108%
Total Funds Brought Forward	62,079	142,084	4,054	208,217	148,034	60,183	41%
Total Funds Carried Forward	65,210	134,193	4,054	203,457	208,217	-4,760	-2%

CONSOLIDATED STATEMENT OF ASSETS AND LIABILITIES
2024

	Unrestricted	Restricted	Endowment	Total	2023 TOTAL
CASH FUNDS					
Current & Deposit Accounts					
Ottery St Mary PCC	£ 51,537	£ 50,576		£ 102,113	£ 108,199
Flower Fund		£ 779		£ 779	£ 704
Bellingers' Fund		£ 4,878		£ 4,878	£ 5,556
Wiggaton DCC	£ 6,461	£ 21,435		£ 27,896	£ 26,666
Sub-Total	£ 57,998	£ 77,667		£ 135,666	£ 141,125
Undeposited funds					
	£ 564	£ 67		£ 631	£ 124
Total cash funds (for Parish Finance Return)					
	£ 58,562	£ 77,734	£ -	£ 136,297	£ 141,426
Investments					
CBF Income Units Wiggaton	£ 5,133	£ -	£ -	£ 5,133	£ 5,018
CBF Income units Ottery St Mary	£ -	£ 48,611	£ 2,894	£ 51,505	£ 50,394
CBF Fixed Income Units Wiggaton	£ -	£ -	£ 1,066	£ 1,066	£ 993
Sub-Total	£ 5,133	£ 48,611	£ 3,960	£ 57,703	£ 56,405
Other Monetary Assets					
Debtors	£ 30			£ 30	£ 311
Sub-Total	£ 30	£ -		£ 30	£ 311

Assets retained for church use (Notes 1 & 2)

Ottery St Mary	£ 6,371	£ 6,371	£ 7,136
Wiggaton	£ 2,091	£ 2,091	£ 2,345

OSM Church Shop stock	£ 1,660	£ 1,660	
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Sub-Total	£ 10,123	£ 10,123	£ 9,481
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TOTAL ASSETS	£ 73,283	£ 126,278	£ 3,960	£ 203,521	£ 207,322
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Unrestricted	Restricted	Endowment	Total
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Liabilities

Creditors	£ 20,904	£ -	£ 20,904	£ 94
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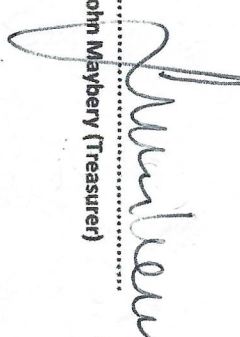
Grand Total (Assets less liabilities)	£ 52,380	£ 126,278	£ 3,960	£ 182,617	£ 207,228
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Note 1 – mostly relates to computer and kitchen equipment and some moveable furnishings, and an electronic organ for Wiggaton.
The values are depreciated annually in accordance with normal accountancy practice.

Note 2. The PCC holds a modest amount of stock for the shop and of paper etc for the office.

Approved by the PCC on 4.4.25 and signed on its behalf by:


.....
Rev'd Lydia Cook (Chair)


.....
John Maybery (Treasurer)

INDEPENDENT EXAMINER'S REPORT

Report to the Trustees of Ottery St Mary Parochial Church Council on accounts for the year ended 31st December 2024 set out on the attached pages.

This is an Excepted Charity.

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no material matters have come to my attention which gives me cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

SIGNED

Nik Cross

DATE

14/3/25

NAME NIK CROSS

RELEVANT PROFESSIONAL QUALIFICATION

CSMA / CIMA

ADDRESS

*32, PAVEN RUN
OTTERY ST MARY
EX11 1PQ*

Accounts



The Parish of Ottery St Mary

Address for correspondence:

Ottery St Mary Parish Church, Paternoster Row, Ottery St Mary, EX11 1DP

Annual Report and Financial Statements

of the Parochial Church Council

for the year ended
31st December 2023

Rector:
The Reverend Lydia Cook

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Santander
PO Box 1109
Bradford
BD1 5ZJ

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www.ottervalechurches.org

The Parochial Church Council is a Registered Charity no 1133945

The Parochial Church Council of Ottery St Mary the Virgin, St Edward the Confessor and the Saints

Annual Report for the year ended 31st December 2023

Aim and Purpose

The Parochial Church Council of the Ecclesiastical Parish of Ottery St Mary ("the PCC") has the responsibility of cooperating with the Incumbent, the Reverend Lydia Cook, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. As well as St Mary's Church, it also has responsibility for the Church of St Edward the Confessor, Wiggaton ("Wiggaton") which is licensed as a District Church, with its own elected District Council and Deputy Churchwarden.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our Churches, and to become part of our parish family. When planning our activities, the PCC has considered 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. We try to enable ordinary people to live out their faith as part of our parish family, through:

- Worship and prayer: learning about the Gospel, and developing their knowledge and trust in Jesus;
- Provision of pastoral care for people living in the parish; and
- Mission and outreach work.

Achievements and Performance

Worship and Prayer

Ottery St Mary church offers a range of worship services on Sundays: BCP Holy Communion and Evensong, and Common Worship Holy Communion and Morning Worship. Fifth Sundays offer a more informal praise service and a healing service. On 2nd Sundays starting in June a new café style service called "Inspire" was launched. Wiggaton has 2 services a month, either 2 services of Common Worship Holy Communion, or one Holy Communion and Morning Worship with leadership shared between the Rector and John White LLM.

Midweek prayer is offered in both Ottery and Wiggaton. With the launch of Bright Stars midweek Evening Prayer was reduced to Mondays and Tuesdays with Prayers for Peace on Wednesdays. Tots Praise worships weekly, MU Holy Communion is celebrated on the 1st Thursday and a "Becoming Whole" service is held on 3rd Thursdays.

At present there are 130 parishioners on the Electoral Roll, of whom 100 live within the parish. 6 were added during the year, and 9 were removed, either because of death or moving away. The average Sunday attendance at the 10.30am Service on Sundays was 85.

Lent was observed with an Ash Wednesday service of Holy Communion, and a weekly Lent course. In Holy Week we held a simple service of Holy Communion on Maundy Thursday with the stripping of the altars. We joined in the Love Ottery Walk of Witness on Good Friday and had an afternoon Service of Reflection on the Cross. A children's Easter Experience was held on Holy Saturday. Easter Day was celebrated with a joyous service of Holy Communion.

On Trinity Sunday we welcomed all the churches of the OVMC together for a service of Holy Communion followed by a picnic.

The Remembrance services were very well attended by the town and uniformed organisations.

The annual Advent Carol service for the Mission Community was well supported. We welcomed the Guides and The Kings School for their carol services and held our own Carols by Candlelight. We were invited to sing carols at the Coffee Bank and the children's Choirs led our Crib-stingle service which was once more packed with over 470 people in attendance.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. There have been 12 Baptisms, 9 weddings and 17 funerals (8 in church and 9 at the crematorium) during the year.

Those who are no longer able to come to Church are not forgotten: Holy Communion is received at home or in a care home by 30+ people each month.

Church attendance is increasing.

Groups

House groups: Tuesday group, Explore, Gateway, Tumbling Weir and Tuesday Afternoon Group all meeting regularly. Other Midweek groups flourished in 2023: Tots' Time, Lighthouse Choir and Coffee and Chat with Bright Stars choir starting in Feb 2023. The Link group met several times.

Deanery Synod

Four members of the PCC sit on the Otter Vale Deanery Synod. This provides the PCC with a link with the churches around us, and also with the Diocese as a whole. It also receives reports from the General Synod.

Church Fabric

St Mary's church building is vested in Ottery St Mary Church Corporation ("The Governors") by Royal Charter. As such the PCC has no responsibility for the upkeep of the fabric. The PCC has a working relationship with the Church Corporation, for which they are very grateful. Wiggaton building maintenance is self-funded, with the year-end restricted fund for that purpose standing at £20,222.

Mission and Evangelism

Another round of Big Questions evenings were held in August. Outreach into the community continued with 2 Family Fun Days in Ottery. Wiggaton Church held its Christmas Dinner and hosted a village concert.

Other Activities

In March each year the PCC publishes a separate document containing reports and details of the 22 organisations and groups that are part of our Church family. The PCC furthered the work of the reordering of the church (The Connect-Enhance-Engage project) which went to public consultation in Dec 2023.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Volunteers

The members of the PCC would like to thank all the volunteers who work so tirelessly to make our Church a lively and vibrant community. Our especial thanks go to our Churchwardens and Deputy wardens.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers (if so decided at the Annual Parochial Church Meeting ["APCM"]), those elected to the Deanery Synod, and other members who are elected at the APCM by those on the Electoral Roll. Wiggaton's District Church Council is constituted such that, on an annual basis, a representative from one of Wiggaton's habitual worshippers shall be elected as a PCC member at the APCM.

Members of the congregation are always encouraged to join the Electoral Roll, and, if so qualified, to consider standing for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The full PCC met 6 times during the year. The average level of attendance was 73%. To facilitate its work, the PCC operates through a number of committees, which meet between full meetings of the PCC.

Standing Committee.

This Committee met 8 times. This is the only committee required by law. It also had 4 liaison meetings with the Church Corporation (The Governors) to discuss matters of common interest.

Link sub-committee attends to pastoral matters, supporting existing and new members. The **Charitable Giving Group** recommends to the PCC those charities which the church might support and supplies ongoing information to the church community at large.

A Finance committee was formed to oversee the work of financial management and stewardship, and a safeguarding group was formed to support the PSR in her work.

Administrative Information

The Parish Church is situated at Ottery St Mary Parish Church, Paternoster Row, Ottery St Mary, EX11 1DP. It is part of the Diocese of Exeter within the Church of England. The correspondence address is The Parish Office, Ottery St Mary Parish Church, Paternoster Row, Ottery St Mary, EX11 1DP

Wiggaton's church is located at Sidmouth Rd, Wiggaton, Ottery Saint Mary EX11 1PX.

The PCC is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2020) and a Charity registered with the Charity Commission.

PCC members who have served from 1st January 2023 until the date this report was approved were:

Position	Name	From/to	Standing Committee
Incumbent	Rev Lydia Cook	From Oct 2021	Yes
Churchwardens	Rosie Hall	From May 2021	Yes
	Valerie McIntosh	From May 2022	Yes
Deanery Synod Reps	John Maybery *	From Oct 2020	Yes
	Philip Whitlock	To Mar 2023	Yes
	Valerie McIntosh	From Mar 2023	
	Sue Clayton	From Mar 2023	
	Diane Passey	To Jul 2024	
Other Elected Members	Brian Cammack	To Mar 2023	
	Diana Gee	To Mar 2023	
	Gillian Coley	To Mar 2023	Yes
	Sue Jeacock	To Mar 2023	Yes (as PCC Secretary)
	Ruth Sims	To Mar 2023	
	Elizabeth Everett	From Mar 2023	
	David Kerr	From Mar 2023	
	Mark Rix	From Mar 2023	
	Barbara Simmonds	From Mar 2023	
	Steve King	From May 2021	
	Michael Farley	From May 2021	
	Kathryn Duffy	From May 2022	

Signed:

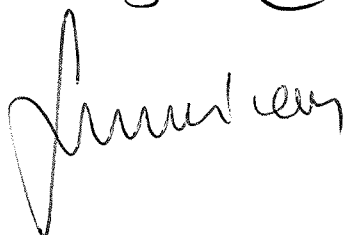


Rector

Date

5/4/24

Signed:



Treasurer

Date

5/4/24

FINANCIAL REVIEW 2023

These accounts are prepared on a Receipts and Payments basis.

UNRESTRICTED FUNDS

There was a welcome increase in receipts from fundraising, partly due to the revival of our May Fete.

There was a slight reduction in Planned Giving overall, largely because of one generous donor having to leave the scheme.

Our investment income benefitted significantly from the rises in interest rates.

The Diocesan Common Fund was again paid in full, albeit at a lower level than 2022.

The cost of gas and electricity is a continuing concern with useage and contracts being closely monitored.

Other expenditure kept reasonably close to budget leaving us with a welcome surplus of £12800 which enables us to meet the PCC target of having three months expenditure as a reserve.

RESTRICTED FUNDS

Grants of £60k were received. £10k from the Heale Trust was used to pay design consultants fees and £50k from Ottery Church Corporation is in reserve to meet architect's fees due in early 2024 but unquantified at the year end. Both are in respect of the CEE Project

Church Routine repairs included £515 for final repairs to Wiggaton Church to conclude their Quinquennial work plus other small items; and £685 for repairs to the bells and bellropes.

FIXED ASSETS

Wiggaton Church bought a new organ, the other having failed (£2535). This was entirely funded from donations. A new microwave was acquired for Ottery (£774).

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary
Statement of Financial Activities (Receipts & Payments)
January 1, 2023 to December 31, 2023 (compared to January 1, 2022 to December 31, 2022)

	Unrestricted	Restricted	Endowment	Total	Prior Total
<i>Receipts</i>					
Income and Endowments					
Income from Charitable Activities					
Hire of church buildings	1,685			1,685	1,643
Income from catering	480			480	353
PCC Fees Income	5,772			5,772	5,166
Printing & Stationery Income	303			303	393
Income from Donations and Legacies					
Cash Collections	4,964	2,000		6,965	8,607
Donations	10,352	1,063		11,415	15,300
Gift Aid Claimed	14,643			14,643	14,145
Grants - Non Recurring	3,437	60,300		63,737	10,123
Grants – Recurring	426			426	2,083
Planned Giving - Gift Aided	47,312			47,312	46,922
Planned Giving - Non-Gift Aided	4,989			4,989	6,482
Special Collections		1,690		1,690	
Income from Other Trading Activities					
Church Shop receipts	4,745			4,745	4,492
Fetes, Bazaar, Other Fund-raising Events	8,503	343		8,846	8,059
Flowers income		461		461	365
Membership Subscriptions as Payment for Goods & Services		70		70	70
Investment Income	1,520			1,520	
Interest Received	1,100	602		1,702	2,109
Other Incoming Resources	4	8		11	
Reimbursement of costs from other churches	3,282			3,282	7,122
Total Receipts	113,517	66,538	0	180,054	133,434

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary
Statement of Financial Activities (Receipts & Payments)
January 1, 2023 to December 31, 2023 (compared to January 1, 2022 to December 31, 2022)

	Unrestricted	Restricted	Endowment	Total	Prior Total
<i>Payments</i>					
Expenditure					
Charitable Activities					
Charity Management & Administration					
Bank Charges	183	1		185	158
Costs of Independent Examination/Audit	80			80	82
Charity Running Costs					
Cleaning Materials	179			179	122
Insurance	735			735	696
Printing & Stationery Costs	1,621			1,621	1,567
Church Running Costs					
Church Electricity, Oil & Gas	8,048			8,048	7,485
Church Housekeeping					20
IT licences & support	1,062			1,062	1,076
Legal & associated subscriptions etc	573	273		846	1,021
Office costs	263			263	
Printer lease and printing charges					2,277
Church Major Repairs		10,715		10,715	
Church Routine Repairs	1,194	1,701		2,895	1,050
Church Telecoms	827			827	824
Church Water & Sewage	296			296	246
Guild subscriptions		90		90	100
Clergy Expenses	1,704			1,704	2,265
Cost of Services	1,672	216		1,888	1,803
Cost of catering	403			403	545

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary
Statement of Financial Activities (Receipts & Payments)
January 1, 2023 to December 31, 2023 (compared to January 1, 2022 to December 31, 2022)

	Unrestricted	Restricted	Endowment	Total	Prior Total
Cost of flowers		367		367	634
Costs of Church Shop	1,888			1,888	1,088
Diocesan Quota	62,364			62,364	70,271
Employee Costs	12,901	935		13,836	15,028
Grants	910	3,032		3,942	1,221
Mission and Evangelism Costs	55			55	473
Training Courses		340		340	
Expenditure on Raising Funds					
Costs of Fetes, Bazaar, Other Fund-raising Events	705	25		730	2,324
New building work to the church					2,513
Other Expenditure	579	72		652	710
Total Payments	98,243	17,768	0	116,011	115,601
<i>Other Receipts & Payments</i>					
Purchase of Fixed Assets & Investments	2,535	774		3,309	3,677
All Receipts	113,517	66,538	0	180,054	133,434
All Payments	100,778	18,542	0	119,320	119,278
Transfers Between Funds	65	-65	0	0	0
Net Movement in Funds	12,804	47,931	0	60,735	14,156
Total Funds Brought Forward	49,275	94,705	4,054	148,034	133,878
Total Funds Carried Forward	62,079	142,636	4,054	208,769	148,034

CONSOLIDATED STATEMENT OF ASSETS AND LIABILITIES
2023

	Unrestricted	Restricted	Endowment	Total
CASH FUNDS				
Current Accounts				
Ottery St Mary PCC	22974			22974
Wiggaton DCC	1591	427		2018
Flower Fund		881		881
Bellringers' Fund		1056		1056
Sub-Total	24565	2364		26929
Deposit Accounts				
Ottery St Mary PCC	209	3067		3276
Bellringers' Fund		4500		4500
CBF Deposit Account Ottery St Mary	19014	62935		81949
CBF Deposit Account Wiggaton	4471	20177		24648
Sub-Total	23694	90679		114373
Undeposited (cash/chq) - see * below	11	113		124
Total cash funds (for Parish Finance Return)	48270	93156	0	141426
Investments				
CBF Income Units Wiggaton	5018			5018
CBF Income units Ottery St Mary		47523	2871	50394
CBF Fixed Income Units Wiggaton			993	993
Sub-Total	5018	47523	3864	56405
Other Monetary Assets				
Debtors	311			311
* Cash in hand	19	165		184
* Sum up	80			80
* Cheques	-88	-52		-140
Sub-Total	322	113		435
Assets retained for church use (Notes 1 & 2)				
Ottery St Mary	7136			7136
Wiggaton	2345			2345
Sub-Total	9481			9481
TOTAL ASSETS	63080	140679	3864	207623

	Unrestricted	Restricted	Endowment	Total
Liabilities				
Creditors	94			94
Grand Total (Assets less liabilities)	<u>62986</u>	<u>140679</u>	<u>3864</u>	<u>207529</u>

Note 1 – mostly relates to computer and kitchen equipment and some moveable furnishings purchased in recent years. The values are depreciated annually in accordance with normal accountancy practice. The only additions in 2024 were an organ for Wiggaton and a microwave for Ottery .

Note 2. The PCC holds a modest amount of stock for the shop and of paper etc for the office. The value is not considered to be material to these accounts.

INDEPENDENT EXAMINER'S REPORT

Report to the Trustees of Ottery St Mary Parochial Church Council on accounts for the year ended 31st December 2023 set out on the attached pages.

This is a Registered Charity. Charity Number 1133945

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

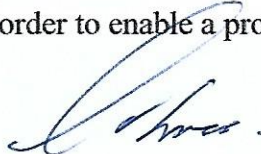
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no material matters have come to my attention which gives me cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

SIGNED



DATE

6/4/2024

NAME

Nick Cross

RELEVANT PROFESSIONAL QUALIFICATION

ACIMA

ADDRESS 32 Pavey Run, Ottery St Mary EX11 1FQ

Accounts



The Parish of Ottery St Mary

Address for correspondence:

Ottery St Mary Parish Church, Paternoster Row, Ottery St Mary, EX11 1DP

Annual Report and Financial Statements

of the Parochial Church Council

for the year ended
31st December 2022

Rector:
The Reverend Lydia Cook

Bankers:
Santander
PO Box 1109
Bradford
BD1 5ZJ

Independent Examiner:
Mr Nik Cross
32 Pavey Run
Ottery St Mary, Devon EX11 1FQ

Our web site:
www.otterystmary.org.uk

The Parochial Church Council is a Registered Charity no [1133945](#)

The Parochial Church Council of Ottery St Mary the Virgin, St Edward the Confessor and the Saints

Annual Report for the year ended 31st December 2022

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- Worship and prayer: learning about the Gospel, and developing their knowledge and trust in Jesus;
- Provision of pastoral care for people living in the parish; and
- Mission and outreach work.

Achievements and Performance

Worship and Prayer

With the end of covid restrictions the church has enjoyed a "normal" year of worship with an established pattern of Sunday services. Ottery St Mary church offers a range of styles: BCP Holy Communion and Evensong, and Common Worship Holy Communion and Morning Worship. Fifth Sundays offer a more informal praise service and a healing service. Wiggaton has 2 services a month, either 2 services of Common Worship Holy Communion, or one Holy Communion and Morning Worship.

Midweek prayer is offered in both Ottery and Wiggaton. In February, as a result of the invasion of Ukraine, we launched Prayers for Peace on a Thursday at 5pm (since Sept 4.30pm). MU Holy Communion is celebrated on the 1st Thursday.

At present there are 126 parishioners on the Electoral Roll, 114 of whom live within the parish. 1 name was added during the year, and 7 were removed, either because of death or moving away. The average Sunday attendance at the 10.30am Service on Sundays was 80.

Lent was observed with an Ash Wednesday service of Holy Communion, and a weekly Lent course (on Zoom). In Holy Week we held a simple service of Holy Communion on Maundy Thursday with the stripping of the altars. We joined in the Love Ottery Walk of Witness on Good Friday and had an afternoon Service of Reflection on the Cross. Easter Day was celebrated with a joyous service of Holy Communion.

Rogation was celebrated for the first time in many decades with an outside processional service. On Trinity Sunday we welcomed all the churches of the OVMC together for a service of Holy Communion followed by a picnic.

The Remembrance services were very well attended by the town and uniformed organisations.

The annual Advent Carol service for the Mission Community was well supported. We welcomed the Guides and The Kings School for their carol services and held our own Carols by Candlelight. We were invited to sing carols at the Coffee Bank and the Lighthouse Choir led our Crib-stingle service which was once more packed with over 450 people in attendance.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. There have been 21 Baptisms, 10 weddings and 28 funerals (13 in church and 15 at the crematorium) during the year.

Those who are no longer able to come to Church are not forgotten: Holy Communion is received at home or in a care home by 30+ people each month. There is a prayer list in the weekly Pew News and audio sermons are available on the website.

Church attendance is increasing.

Groups

House groups got back to normal with Tuesday group, Explore and Gateway all meeting regularly. After the Big Questions evenings in August, a new Tuesday afternoon House group started.

Other Midweek groups either began or flourished in 2022: Tots' Time, Tots' Praise, Lighthouse Choir and Coffee and Chat. The Link group and Healing Group also restarted.

Deanery Synod

Four members of the PCC sit on the Otter Vale Deanery Synod. This provides the PCC with a link with the churches around us, and also with the Diocese as a whole. It also receives reports from the General Synod.

Church Fabric

St Mary's church building is vested in Ottery St Mary Church Corporation ("The Governors") by Royal Charter. As such the PCC has no responsibility for the upkeep of the fabric. The PCC has a working relationship with the Church Corporation, for which they are very grateful. Wiggaton building maintenance is self-funded, with the year-end restricted fund for that purpose standing at £20,273.

Mission and Evangelism

The Explore home group have supported Kay Ammon, based in Kenya, in her work to combat gender-based violence. Members of Explore and the wider Parish Church together generously pay to support Kay's daughter's schooling in Kenya. Outreach into the community continued with 2 Family Fun Days in Ottery and Wiggaton Church was able to hold its Christmas Dinner again, with nearly 30 villagers attending.

Other Activities

In March each year the PCC publishes a separate document containing reports and details of the 22 organisations and groups that are part of our Church family.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Volunteers

The members of the PCC would like to thank all the volunteers who work so tirelessly to make our Church a lively and vibrant community. Our especial thanks go to our Churchwardens and Deputy wardens.

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The method of appointment of PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers (if so decided at the Annual Parochial Church Meeting ["APCM"]), those elected to the Deanery Synod, and other members who are elected at the APCM by those on the Electoral Roll. Wiggaton's District Church Council is constituted such that, on an annual basis, a representative from one of Wiggaton's habitual worshippers shall be elected as a PCC member at the APCM.

Members of the congregation are always encouraged to join the Electoral Roll, and, if so qualified, to consider standing for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The full PCC met 12 times during the year. The average level of attendance was 76%. To facilitate its work, the PCC operates through a number of committees, which meet between full meetings of the PCC.

Standing Committee.

This Committee met 9 times. This is the only committee required by law. It also had 4 liaison meetings with the Church Corporation (The Governors) to discuss matters of common interest.

Link sub-committee attends to pastoral matters, supporting existing and new members. The **Charitable Giving Group** recommends to the PCC those charities which the church might support and supplies ongoing information to the church community at large.

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Wiggaton's church is located at Sidmouth Rd, Wiggaton, Ottery Saint Mary EX11 1PX.

The PCC is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2020) and a Charity registered with the Charity Commission.

PCC members who have served from 1st January 2022 until the date this report was approved were:

Position	Name	From/to	Standing committee
<i>Ex Officio</i>			
The Incumbent	Rev'd Lydia Cook	From Oct 2021	Yes
Churchwardens	Mrs Rosie Hall	From May 2021	Yes
	Mrs Margaret Whitlock	To March 2022	Yes
	Mrs Valerie McIntosh	From March 2022	Yes
Deanery Synod Reps	Mr John Maybery [#]	From Oct 2020	Yes (from Mar 2022)
	Mr Philip Whitlock	From Oct 2020	Yes
	Mrs Rosie Hall	From Oct 2020	
	Mrs Diana Passey	To Jul 2023	Yes (to Mar 2022)
	[#] Also elected from May 21 as the PCC representative for St Edward's, Wiggaton		
<i>Elected Members</i>			
	Mr Brian Cammack	From Oct 2020	Yes (to Mar 2022)
	Mr David Rose	To Mar 2022	
	Mrs Helen Atkinson	To Mar 2022	Yes (to Mar 2022)
	Mrs Diana Gee	From Oct 2020	
	Miss Gillian Coley	From Oct 2020	Yes (from Mar 2022)
	Mrs Sheila Williams	To Sep 2022	
	Mrs Susan Jeacock	From Oct 2020	Yes
	Mrs Sue Clayton	From May 2021	
	Mr Stephen King	From May 2021	
	Mr Michael Farley	From May 2021	
	Mrs Ruth Simms	From May 2021	
	Mrs Kathryn Duffy	From Mar 2022	

Signed:

msw

Rector

Date 16/3/23.

Signed:

/Nhe

Treasurer

Date 17/3/23

Financial Review 2022

Our unrestricted funds for St Mary's (Ottery) show a surplus (over payments) of £13,814 on receipts of £120,531. St Edward's (Wiggaton) contributed an additional surplus of £599 on receipts of £6,566. Our combined Diocesan Common Fund contribution was set at £65,671 of which we were able to pay in full. This is the first time in 10 years that we have managed to do this.

Unrestricted funds - Receipts

The consolidated surplus of unrestricted receipts compared with 2021 (£26,118 higher, £25,091 attributable to St Mary's and £1,027 to St Edward's) can be largely explained as follows

Decreases vs 2021

- For St Mary's, statutory fees from weddings and funerals decreased by £1,775, reflecting a return to a more 'normal' number of wedding bookings compared to 2021's unusual level following the cessation of COVID lock-downs.

Increases vs 2021

- An increase of £6,718 across planned giving and ad-hoc giving at services, split +£2,461 and +£4,257 respectively. As a knock-on effect, gift aid recovery from HMRC increased by £1,363.
- Donations across the two churches increased by £5,085, however £3,000 of this related to an extraordinary item.
- For St Mary's, hire of the church building increased by £479, and Fundraising across the two churches increased by £5,276 with significant post-COVID activity being seen in both churches.
- St Mary's Church Shop receipts increased by £1,381 over the previous year. The balance against cost of stock was positive by £3,515, reflecting both the sourcing of new stock lines and the shifting of more old stock.
- Grants (unrestricted) were received to the value of £9,322 (+£6,882 vs 2021) from the Friends [F], the Governors [G], the Heale Trust [H], and Exeter Diocese [E]; consisting of contributions to
 - [F] advertising our Church Services after COVID restrictions were loosened/lifted (£440)
 - [F] purchase of replacements for faulty amplifiers (£2,962)
 - [F] purchase of a portable PA; and an office printer to replace the leased printer (£728)
 - [F] use of the church building - a contribution from a Friends' fundraising event (£279)
 - [F] St Mary's Queen's Jubilee events, from external sponsorship via the Friends; and re. Flower Festival (£150 x 2)
 - [G] cost of floodlighting the church (£504)
 - [G] 25% of our cleaning costs (£514)
 - [H] Heating repair & maintenance (£764)
 - [E] Grant from Exeter Diocese through decision of General Synod to aid churches struggling with the extraordinary increases in energy costs (£2,860).
- The results of fundraising initiatives significantly beat expectations (gross receipts for St Mary's +£3,516, for St Edwards +£1,760 over 2021). Net of payments, the activity for St Mary's is shown in the table below.

Table 1 – fundraising

St Mary's

Net receipts	
Christmas Tree Festival	£25
Community Market	£771
Flow er festival	£1,307
Lent lunch	£82
Mini-market	£442
Queen's Platinum Jubilee - Concert	£1,082
Queen's Platinum Jubilee - Party	-£810
Quiz night	£480
Tar Barrels	£771
Teddies & Trains	£380
DHCT Sponsored Event	£173
TOTAL	£4,702

St Edward's

- £150 from sale of donated items
- £2,368 from plant sale

Total: £2,518

Unrestricted funds - Payments

2022 saw a much higher recovery of post-COVID activity levels than was anticipated and budgeted – leading to increased associated costs in some of those areas, e.g. church service costs (+£254) and fundraising costs (+£1,058). Activity levels also partially affected payroll costs (St Mary's) which increased by £1,464, although an additional contributory factor was the April increase in the rate of the National Living Wage, and an associated pay review for the Administrator¹.

The decision to move the Church Office from the Loft (part of the Vicars' House, but the PCC had the use thereof over many years) into one of the Church Vestries incurred costs of £1806, of which £491 (new printer) was offset by a grant. The move took place in August 2022, after which the electricity, gas and telephone charges for use of the loft ceased; as did the printer lease and usage charges.

Both to encourage sales in the Church Shop, and donations from congregants at Life Events, a portable card reader was purchased. The WiFi reach within the church building was also extended, in support of this initiative. Costs incurred were £344.

In respect of church energy costs, our charity has been subject to unprecedented price increases in line with other businesses/charities. The increases were mitigated by our fixed price electricity contract (ends April 2023) and gas contract (ended November 2022). For the last three months of the year, our gas bills also benefited from the Energy Bill Relief Scheme. Nevertheless, in 2022, St Mary's church building energy costs increased by £1,174 (22%); St Edward's rose by £162 (53%).

In respect of gas, in July 2022 the PCC decided to take out a new, 48-month fixed price contract with the existing supplier at 10.75 pence per kWh. The PCC also decided to cap gas usage at 40,000 kW per annum, requiring the heating to be turned off for certain periods; and to increase the seasonal heating supplement charge to hirers of the church and for use at life events.

As stated above, in 2022 the charity paid its Common Fund in full. However, as a result of reducing Participation Numbers over the last three years, the Diocesan request (£65,671) for 2022 was £11,811 lower than in 2021. St Edward's contribution in 2022 was £4,600 (+£520).

Clergy expenses reduced pro-rata by £240 to £2,140.

For outgoing charitable grants, the PCC continued its policy, in respect of St Mary's, not to make such grants to other charities out of general fund donations. Special collections and charity-designated ad-hoc collections for such bodies are treated as liabilities and remitted to the targeted organisations along with any Gift Aid due, the latter to be reclaimed later. The breakdown of such remittances is shown in Table 2 below. St Edward's took designated collections at services to the value of £492 – distribution detail to the right of Table 2 below.

¹It is the church's policy to pay at least the national minimum wage to its staff. Pay levels are reviewed annually and adjusted by 2% or to align with any change in the national living wage. At the end of 2021, the PCC was informed of the statutory 6.6% increase in the National Living Wage from April 2022.

Table 2 – outgoing charitable grants (St Mary's)

Organisation	Paid out
A Rocha	£245
CHICKS	£682
Christmas Tree Festival	£115
MC Church Schools	£241
Melanesian Mission	£64
Mothers' Union	£82
Ottery Help Scheme	£267
Royal British Legion	£479
Shelter	£209
Tear Fund	£440
Toilet Twinning	£18
Ukraine	£494
Farming Community Network	£336
Hospicecare	£86
Children's Society	£198
TOTALS	£3,956
	Net of transaction fees

St Edward's made charitable grants of

- £90 to Shelterbox
- £105 to The Farming Community Network
- £297 to Sightsavers

Restricted funds

Grants were received for the following funds, from external organisations:

Table 3

Fund	Amount	Granting body
Vicar's Charities	£300	The Incorporation of Weavers Fullers & Shearmen
Tots' Praise	£500	NC Bellefontaine Charitable Trust
Lighthouse Choir	£500	NC Bellefontaine Charitable Trust
New kitchen area	£1000	NC Bellefontaine Charitable Trust
Tots' Praise	£500	Action for Children

A summary of the position with our funds is shown below:

The figures for Flowers and Bellringers (activities relating to life events at St Mary's) are shown as a constituent of the Restricted Funds; St Edward's funds are treated in the same way as those of St Mary's.

Table 4

Totals	Audio-visual (U)	General Fund (U)	Kitchen area (U)	Legacies (U)	Lighthouse Choir (R)	Tots' Praise (R)	Vestments & altar (U)	Wiggaton general (U)	Abide Fund (R)	actionforchildren.org.uk (R)	Bell-ringers (R)	Charities (R)	Choir (R)	Choir Robes (R)	Church Institute Fund (R)
Total Funds Brought Forward	10	10209		3020			671	5903	3248	448	5681	1	2319	1864	27573
Transfers Between Funds	20	1269								-239					
Income		120531	1000		500	1110		6566			1891		377		
Expense		-107986			-282	-162	-130	-5967	-182	-209	-1225		-590		-3231
Total Funds Carried Forward	30	24023	1000	3020	218	948	540	6502	3067		6347	1	2105	1864	24342
Totals	Cook & Ayre bequests (Wiggaton) (U)	Dying matters (R)	Flowers (R)	Julia Hopper Legacy (R)	Kitchen (R)	Organ (R)	Piano (R)	Toilets (R)	Vicar's charities (R)	Wiggaton Building Fund (R)	Wiggaton charities (R)	Youth club (R)	Miss M J Digby Legacy: Choir M (E)	Miss M J Digby Legacy: CI Main (E)	Mrs G B M Drake & others Gift (E)
Total Funds Brought Forward	5191	573	1095	4886	1928	416	118	21919	2901	20882		95	1052	1918	1084
Transfers Between Funds					-1050										
Income			365						375	247	492				
Expense	-608		-634	-10				-2681	-359	-900	-492		-123	-225	-147
Total Funds Carried Forward	4583	573	826	4876	878	416	118	19239	2917	20229		95	929	1693	937

Restricted cash reserves for both churches are largely invested in the CBF Church of England Deposit Fund, apart from the Toilets, where a proportion of the investment is in a CBF Investment fund.

The value of such investment funds fell in line with the global market turmoil; interest income on 'cash' accounts remained negligible until bank rates rose at the end of the year following the onset of significant levels of inflation.

Financial governance

During the year, the Treasurer reported in detail on a monthly basis, both to the PCC and the Standing Committee, on the progress of St Mary's finances against budget and against the previous year. St Edward's financial activities were reported bi-monthly.

The PCC has a written policy outlining who may authorise what level of expenditure, and the level at which alternative estimates/quotes need to be obtained. The PCC is satisfied that the way in which receipts are handled is secure and achieves an acceptable level of accountability.

Reserves Policy

St Mary's unrestricted reserves policy is to retain sufficient cash funds to cover three months' normal expenditure (equivalent in 2022 to about £26K). For the first time in many years, 2022 saw our reserves able to cover 2.6 months of expenditure; the budget process for 2023 suggested that as a minimum, some £4-5k in cash would need to be carried over from the 2022 year-end in order to provide sufficient cash for the first few months of 2023. St Edward's has about £6.5k in its unrestricted General Fund which represents 13 months' expenditure coverage.

Basis of accounts

The accounts have been prepared on a Receipts and Payments basis.

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary
Statement of Financial Activities (Receipts & Payments)
Consolidated Results
January 1, 2022 to December 31, 2022 (compared to January 1, 2021 to December 31, 2021)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference
<i>Receipts</i>						
✓ Income and Endowments						
✓ Income from Charitable Activities						
> Hire of church buildings	1,643			1,643	1,174	469
Income from catering	244	109		353	943	-590
PCC Fees Income	5,166			5,166	6,941	-1,774
Printing & Stationery Income	393			393	274	120
✓ Income from Donations and Legacies						
> Cash Collections	6,762	1,845		8,607	1,931	6,676
> Donations	14,489	811		15,300	8,759	6,541
Gift Aid Claimed	14,145			14,145	11,727	2,418
Grants - Non Recurring	10,123			10,123	4,159	5,963
Grants – Recurring	1,783	300		2,083	1,132	950
Legacies					5,000	-5,000

Consolidated Results

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference
➤ Planned Giving - Gift Aided	46,922			46,922	41,252	5,670
➤ Planned Giving - Non-Gift Aided	6,482			6,482	7,135	-654
✓ Income from Other Trading Activities						
Church Shop receipts	4,492			4,492	3,111	1,381
➤ Fetes, Bazaar, Other Fund-raising Events	8,009	50		8,059	1,975	6,084
Flowers income		365		365	992	-627
Membership Subscriptions as Payment for Goods & Ser...		70		70		70
➤ Investment Income	1,912	197		2,109	1,334	775
➤ Other Incoming Resources	7,122			7,122	39,879	-32,757
Total Receipts	129,687	3,747	0	133,434	137,720	-4,286

Consolidated Results

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference
<i>Payments</i>						
▼ Expenditure						
▼ Charitable Activities						
▼ Charity Management & Administration						
> Bank Charges	158			158	81	77
Costs of Independent Examination/Audit	82			82	58	24
▼ Charity Running Costs						
Cleaning Materials	122			122	284	-163
Insurance	696			696		696
Printing & Stationery Costs	1,567			1,567	360	1,208
▼ Church Running Costs						
> Church Electricity, Oil & Gas	7,485			7,485	5,947	1,539
> Church Housekeeping	3,845	550		4,395	3,310	1,085
Church Routine Repairs	550	500		1,050	2,162	-1,113
Church Telecoms	824			824	1,005	-180
Church Water & Sewage	246			246	223	24
Guild subscriptions		100		100		100
Clergy Expenses	2,265			2,265	2,380	-115

Consolidated Results

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference
> Cost of Services	1,237	565		1,803	1,076	726
Cost of catering	545			545	174	371
> Cost of flowers		634		634	751	-117
Costs of Church Shop	1,088			1,088	1,517	-428
Diocesan Quota	70,271			70,271	66,464	3,807
> Employee Costs	13,928	1,100		15,028	12,464	2,563
> Grants	345	876		1,221	1,501	-280
> Mission and Evangelism Costs	254	219		473	166	307
> Expenditure on Raising Funds	2,324			2,324	1,291	1,033
New building work to the church	2,513			2,513		2,513
> Other Expenditure	504	207		710	150	560
Net Gains/(Losses) on Investments					-6,478	6,478
Total Payments	110,850	4,751	0	115,601	94,886	20,714

Consolidated Results

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference
<i>Other Receipts & Payments</i>						
Purchase of Fixed Assets & Investments	3,677			3,677		3,677
All Receipts	129,687	3,747	0	133,434	137,720	-4,286
All Payments	114,527	4,751	0	119,278	94,886	24,392
Transfers Between Funds	1,289	-1,289	0	0	0	0
Net Movement in Funds	16,449	-2,293	0	14,156	42,834	-28,678
Total Funds Brought Forward	33,876	86,990		124,417	88,061	36,356
Total Funds Carried Forward	50,325	84,698		138,573	130,895	7,678

	2022	Parochial Church Council of Ottery St Mary													
		Consolidated Statement of Assets & Liabilities								Independently examined and approved 01/03/2023					
		Acc no	Unrestricted	Note	Restricted	Note	Endowment	Note	Total 2022	Note	2021	Note	Explanation		
Cash Funds															
Bank Current Accounts			22307	1	16381	1a			38687		17244		1 OSM & Wiggaton only		
Cheques rec'd 2022, banked 2023			2380	1	20	3			2400						
Cheques written 2022, cleared 2023			-2706	13	-50	13			-2756						
Bank Deposit Accounts			183	3	4114	2			4297		4475		1a OSM, Wiggaton, Ringers, Flowers		
PayPal account			953	3					953				2 Of which £ 3067 = Abide funds retained after formal project closure Sep 2019		
CBF Deposit Accounts		OSM: 615278001D	11749	4	24886	4			36635		44783		3 OSM only		
Cash in Hand+Petty cash			187	3	383	5			570		167		4 OSM & Wiggaton only		
Other undeposited receipts banked 2023															
DONR (text giving)			10	3					10		10		5 Ringers, Flowers		
SumUp (card-reader)			25	3					25		5				
		Sub-tot	35088		45734				80821		66684				
Other Monetary Assets															
Income Tax Recoverable			2205	6					2205		3256		6 HMRC gift aid accrued 2022; to be claimed 2023		
Debtors															
Accounts receivable			423		30	14									
		Sub-tot	2628		30				2658		3256				

			Unrestricted	Note	Restricted	Note	Endowment	Note	Total 2022	Note	2021	Note	Explanation
Investment Assets													
CBF Investment Fund OSM					43404	7	2622	8	46026		52136	7	Includes £19,062, part of OSM Toilets fund
CBF Fixed Interest Fund OSM							937	9	937		1084	8	Miss M J Digby legacy: Choir M £929.07; CI Main £1692.96
CBF income fund units - Wiggaton					4583	13			4583		5191	9	Mrs G B M Drake & others Gift (Wiggaton)
		Sub-tot			47987		3559		51546		58411		
Assets retained for Church use													
Total			10655	10					10655		7575	10	Depreciation is calculated but not shown in R&P accounts
		Sub-tot	10655						10655		7575		
Stock													
Shop stock			2732	11					2732		2198	11	OSM Stock count & valuation including VAT.
Guide books			681	12					681		766	12	OSM church guides valued at purchase price
Office materials (OSM Church Office)			293	3					293		360		
		Sub-tot	3706						3706		3323		
												13	Wiggaton
Liabilities												14	AV technician for church hire
<i>Creditors</i>													
Supplier accounts payable			-15	3					-15		-1292		
Payroll liabilities			-84	3					-84		-89		
		Sub-tot	-99						-99		-1381		
Total			51978		93750		3559		149061		137868		

 Return of Parish Finance January to December 2022		Parish Name: Ottery St Mary		If the form is NOT completed for the entire parish, please list below the churches included:		Parish Code 615198 (6 digits):	
30 Are your accounts Receipts and Payments [X] OR Accruals [] ? (indicate ONE)				Includes St Mary's (Ottery) and St Edward's (Wiggaton)		Deanery: Ottery Diocese: Exeter	

RECEIPTS/INCOME		UNRESTRICTED (nearest £)	RESTRICTED (nearest £)	PAYMENTS/EXPENDITURE		UNRESTRICTED (nearest £)	RESTRICTED (nearest £)
Voluntary giving				Costs of generating funds			
1	Regular giving	£ 53,404	£ 70	17	Costs of fundraising activities	£ 2,869	
3	Collections at services	£ 6,200	£ 1,845	Church activities			
4	All other giving and voluntary receipts, including special appeals (recurring and one-off)	£ 15,051	£ 811	18	Mission giving and donations	£ 345	£ 876
6	Gift Aid recovered (regular giving and one-off donations)	£ 14,145		19	Diocesan parish share contribution	£ 70,271	
7	Legacies received (capital value)			20	Salaries, wages and honoraria	£ 13,928	£ 1,100
8	Grants (include recurring and one-off)	£ 11,905	£ 300	21	Clergy and staff expenses	£ 2,265	
Total voluntary giving		£ 100,705	£ 3,026	Church expenses			
Activities for generating funds				22	Mission and evangelism costs	£ 254	£ 219
9	Fundraising activities (gross proceeds)	£ 8,009	£ 50	23	Church running expenses (including governance)	£ 9,081	£ 1,715
Income from investments				24	Church utility bills	£ 7,732	
10	Dividends, interest, income from property etc.	£ 1,912	£ 197	25	Costs of trading	£ 1,088	£ 634
Church activities				Major capital expenditure			
11	Fees retained by PCC (weddings, funerals etc.)	£ 5,166		27	Major repairs to the church building		
12	Trading activities (gross proceeds), NOT fundraising	£ 6,773	£ 474	28	Major repairs to church hall/other PCC property including redecoration		
Other incoming resources				29	New building work to the church, church hall, clergy housing or other PCC property.	£ 2,513	
13	Other receipts/income not already listed PLEASE NOTE BRIEF DETAILS IN BOX E	£ 7,122		Other expenditure			
Totals (from Financial Statements)		Unrestricted	Restricted	99	Other payments/expenditure not already listed PLEASE NOTE BRIEF DETAILS IN BOX E	£ 4,181	£ 207
A	RECEIPTS/INCOME	£ 129,687	£ 3,747	C	PAYMENTS/EXPENDITURE	£ 114,527	£ 4,751
B	COMBINED TOTAL	£ 133,434		D	COMBINED TOTAL	£ 119,278	
PLANNED GIVERS AND LEGACIES				CASH AND INVESTMENT BALANCES		UNRESTRICTED	RESTRICTED
14	Number of regular givers	61		31	Cash and deposit balances/Net current assets as at 31/12/22	£ 35,088	£ 45,734
16	Number of new legacies received in year	0		32	Investment assets as at 31/12/22	£ 47,987	£ 3,559

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 <i>PCC Accountability</i> , 5th edn.	Name	Philip Whitlock	Date	02 March 2023
	Position	Treasurer		
	Email or telephone	treasurer@otterystmary.org.uk		

Looking back across 2022, was there any exceptional financial activity affecting movement on cash and investment balances? Please provide details in this box

E Box 13 (for receipts) consists of reimbursement from St Edward's in respect of its share of the Diocesan share and clergy expenses; and a contribution from the Mission Community for administrative support; Box 99 (for payments): purchase of assets (e.g. new replacement amplifiers, and cabling/other small IT-related items relating to the move of the Church Office)

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary
Statement of Financial Activities (Receipts & Payments)
St Mary's General Fund (U)
January 1, 2022 to December 31, 2022 (compared to January 1, 2021 to December 31, 2021)

	General Fund (U)	Prior Total	Difference	% Change
<i>Receipts</i>				
▼ Income and Endowments				
▼ Income from Charitable Activities				
> Hire of church buildings	1,643	1,164	479	41%
Income from catering	244	943	-699	-74%
PCC Fees Income	5,166	6,941	-1,774	-26%
Printing & Stationery Income	393	274	120	44%
▼ Income from Donations and Leg...				
> Cash Collections	6,049	1,931	4,118	213%
> Donations	14,351	8,744	5,607	64%
Gift Aid Claimed	13,345	11,727	1,618	14%
Grants - Non Recurring	7,540	1,391	6,149	442%
Grants - Recurring	1,783	1,132	650	57%
> Planned Giving - Gift Aided	44,912	41,252	3,660	9%
> Planned Giving - Non-Gift Aid...	6,332	7,135	-804	-11%

St Mary's General Fund (U)

	General Fund (U)	Prior Total	Difference	% Change
Income from Other Trading Activities				
Church Shop receipts	4,492	3,111	1,381	44%
Fetes, Bazaar, Other Fund-raising E...	5,491	1,975	3,516	178%
Investment Income	1,647	1,334	313	23%
Other Incoming Resources	7,122	6,365	757	12%
Total Receipts	120,511	95,420	25,091	26%

St Mary's General Fund (U)

	General Fund (U)	Prior Total	Difference	% Change
<i>Payments</i>				
▼ Expenditure				
▼ Charitable Activities				
▼ Charity Management & Administration				
> Bank Charges	156	81	75	92%
Costs of Independent Examination/...	82	58	24	41%
▼ Charity Running Costs				
Cleaning Materials	122	284	-163	-57%
Printing & Stationery Costs	1,567	360	1,208	336%
▼ Church Running Costs				
> Church Electricity, Oil & Gas	7,138	5,947	1,192	20%
> Church Housekeeping	3,825	3,310	515	16%
Church Routine Repairs	460	838	-378	-45%
Church Telecoms	824	1,005	-180	-18%
Church Water & Sewage	246	223	24	11%
Clergy Expenses	2,140	2,380	-240	-10%

St Mary's General Fund (U)

	General Fund (U)	Prior Total	Difference	% Change
> Cost of Services	1,005	751	255	34%
Cost of catering	545	174	371	213%
Costs of Church Shop	1,088	1,517	-428	-28%
Diocesan Quota	65,671	66,464	-793	-1%
> Employee Costs	13,928	12,464	1,463	12%
> Grants	295	848	-553	-65%
> Expenditure on Raising Funds	2,324	1,266	1,058	84%
New building work to the church	2,513		2,513	
> Other Expenditure	379	74	304	409%
Total Payments	104,308	98,043	6,266	6%

St Mary's General Fund (U)

	General Fund (U)	Prior Total	Difference	% Change
<i>Other Receipts & Payments</i>				
Purchase of Fixed Assets & Investments	3,677		3,677	
All Receipts	120,511	95,420	25,091	26%
All Payments	107,986	98,043	9,943	10%
Transfers Between Funds	1,269	1,500	-231	-15%
Net Movement in Funds	13,794	-1,123	14,917	
Total Funds Brought Forward	24,272	25,396	-1,123	-4%
Total Funds Carried Forward	38,067	24,272	13,794	57%

Reconciliation of Cash Balances to Receipts & Payments

St Mary's cash funds	Closing balance	Closing balance	Movement
	2021	2022	2022
Santander current account	9708	18882	9174
Santander deposit account	3429	3250	-179
PayPal account	0	953	953
CBF deposit account	19900	21318	1418
Cash-in-hand	0	59	59
Unbanked Dec 2022 donation	0	60	60
Office petty cash	72	0	-72
DONR receipts (untransferred)	9	10	0
SumUp receipts (untransferred)	5	25	20
Cheques rec'd 2022, banked 2023	0	2361	2361
Total	33123	46917	13794
Movement from R&P accounts			13794
		DELTA	0

Bell-ringers	Closing balance	Closing balance	Movement
	2021	2022	2022
Treasurer's account	4579	5254	675
Business Bank Instant	1046	1047	1
Cash-in-hand	56	47	-9
Undeposited cheques	0	0	0
Total	5681	6347	666
Movement from R&P accounts			666
		DELTA	0
Flowers	Closing balance	Closing balance	Movement
	2021	2022	2022
Treasurer's account	1055	787	-269
Cash-in-hand	39	39	0
Total	1095	826	-269
Movement from R&P accounts			-269
		DELTA	0



T
**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Parochial Church Council of the Ecclesiastical Parish of Ottery St Mary

**On accounts for the year
ended**

2022

**Charity no
(if any)**

1133945

Set out on pages

1-22

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Nicholas Cross

Date:

1/3/2023

Name:

NICHOLAS CROSS

**Relevant professional
qualification(s) or body
(if any):**

ACMA - CIMA

Address:

32, PARK RUN
OTTERY ST MARY
EX11 1FQ

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary
Statement of Financial Activities (Receipts & Payments)
St Edward's (Wiggaton) General Fund (U)
January 1, 2022 to December 31, 2022 - Prior year's detailed figures not available

Wiggaton general (U)

Receipts

▼ Income and Endowments

▼ Income from Donations and Leg...

➤ Cash Collections 713

➤ Donations 28

Gift Aid Claimed 800

Grants - Non Recurring 83

➤ Planned Giving - Gift Aided 2,010

➤ Planned Giving - Non-Gift Aid... 150

➤ Income from Other Trading Acti... 2,518

➤ Investment Income 265

Other Incoming Resources

Total Receipts 6,566

St Edward's (Wiggaton) General Fund (U)

Wiggaton general (U)

Payments

▼ Expenditure

▼ Charitable Activities

▼ Charity Running Costs

Insurance	696
-----------	-----

▼ Church Running Costs

> Church Electricity, Oil & Gas	347
---------------------------------	-----

Church Housekeeping	20
---------------------	----

Church Routine Repairs	89
------------------------	----

Clergy Expenses	125
-----------------	-----

Diocesan Quota	4,600
----------------	-------

> Grants	0
----------	---

> Other Expenditure	89
---------------------	----

Total Payments

967

St Edward's (Wiggaton) General Fund (U)

	Wiggaton general (U)
All Receipts	6,566
All Payments	5,967
Net Movement in Funds	599
Total Funds Brought Forward	5,903
Total Funds Carried Forward	6,502

Reconciliation of Cash Balances to Receipts & Payments

General, Building and Charity funds

Wiggaton cash funds	Closing balance	Closing balance	Movement
	2021	2022	2022
Lloyds Bank	2323	13765	11442
CBF Deposit Account	24882	15317	-9566
Cash-in-hand	0	365	365
Cheques written 2022, cleared 2023	-420	-2756	-2336
Cheques rec'd 2022, banked 2023	0	40	40
Total	26785	26731	-54
Movement from R&P accounts			-54
		DELTA	0



CHARITY COMMISSION
FOR ENGLAND

Independent
examiner's report
on the accounts

Section A Independent Examiner's Report

Report to the trustees/
members of Wiggaton District Church Council

On accounts for the year ended 31st December 2022 1133945 Charity no (if any)

Set out on pages 1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31.12.2022.

Responsibilities and basis of report As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in any material respect:

- 1* accounting records were not kept in accordance with section 130 of the Act or
- 2* the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached
* Please delete the words in the brackets if they do not apply.

Signed: [Signature] 21.2.23 Date:

Name: NICHOLAS CROSS

Relevant professional qualification(s) or body (if any): ACCA - CMAA

Address: 1 32, PAVAN RUN
WYCOMBE, ST ALBANS
EX11 1PQ

IER

1

October 2018

Accounts



The Parish of Ottery St Mary

*Address for correspondence:
The Loft, The College, Ottery St Mary EX11 1DQ*

Annual Report and Financial Statements

of the Parochial Church Council

for the year ended
31st December 2021

Rector:
The Reverend Lydia Cook

Bankers:
Santander
PO Box 1109
Bradford
BD1 5ZJ

Independent Examiner:
Mr Nik Cross
32 Pavey Run
Ottery St Mary, Devon EX11 1FQ

Our web site:
www.otterystmary.org.uk

The Parochial Church Council is a Registered Charity no [1133945](#)

The Parochial Church Council of Ottery St Mary the Virgin, St Edward the Confessor and the Saints

Annual Report for the year ended 31st December 2021

Aim and Purpose

The Parochial Church Council of the Ecclesiastical Parish of Ottery St Mary ("the PCC") has the responsibility of cooperating with the Incumbent, the Reverend Lydia Cook (from October 2021), in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. As well as St Mary's Church, it also has responsibility for the Church of St Edward the Confessor, Wiggaton ("Wiggaton") which is licensed as a District Church, with its own elected District Council and Deputy Churchwarden.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our Churches, and to become part of our parish family. When planning our activities, the PCC has considered 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. We try to enable ordinary people to live out their faith as part of our parish family, through:

- Worship and prayer: learning about the Gospel, and developing their knowledge and trust in Jesus;
- Provision of pastoral care for people living in the parish; and
- Mission and outreach work.

Achievements and Performance

Worship and Prayer

In January, due to much increased levels of Covid 19 transmission and a new national lockdown, the churchwardens took the decision to suspend Sunday services in church. The church remained open for Private Prayer on Wednesday and Friday mornings, and funerals continued to take place in church. A new weekly online service called St Mary's Musings was launched and a written reflection was also circulated by email and a hard copy was delivered to those with no internet capability.

The church opened again at Easter and from April held one service each Sunday, a holy communion on the first Sunday of the month and a service of the word on the remaining Sundays. Morning Prayer resumed weekly on a Wednesday and Evensong was re-introduced once a month on the fourth Sunday of the month from September.

From October 2021 with the arrival of the Rev Lydia Cook a new pattern of services was introduced with a resumption of regular services of sung Holy Communion on Sundays, the provision of two Book of Common Prayer services a month (Holy Communion and Evensong) and a midweek celebration of Holy Communion. Opportunities for prayer were also extended with services of Morning Prayer twice a week in Ottery and once a week in Wiggaton, and Evening Prayer four times a week in Ottery. It has not yet been possible to restart the healing services.

We continued to offer weekly online services for parishioners who have been unable to return to church through the St Mary Musings.

Baptisms are generally held on Sunday afternoons due to the number of guests many families wish to invite.

At present there are 162 parishioners on the Electoral Roll, 132 of whom live within the parish. 3 names were added during the year, and 10 were removed, either because of death or moving away. The average Sunday attendance at the 10.30am Service on Sundays was 60.

We held a Good Friday reflection and two services of Holy Communion on Easter Day, one in the churchyard and one in church. This was the first time the church had been open since January.

The Remembrance services were very well attended by the town and uniformed organisations.

The annual Advent Carol service for the Mission Community went ahead as did Christmas Carol services for the Guides and The Kings School.

Christmas attendance was affected by the sudden onset of the Omicron variant of Covid. The Crib service was held outside and attracted 150 people. Attendance at the other Christmas services was lower than pre-pandemic.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. There have been 17 Baptisms, 18 weddings and 32 funerals (15 in church and 17 at the crematorium) during the year.

Those who are no longer able to come to Church are not forgotten. As well as online services there is a team of Visitors – part of the Pastoral Link Scheme, a prayer list in the church weekly bulletin and from October Home Communions restarted.

Home Groups

Tuesday home group has met weekly online throughout the year. 'Explore' met in person during the year, when Covid lockdown rules allowed.

Deanery Synod

Four members of the PCC sit on the Otter Vale Deanery Synod. This provides the PCC with a link with the churches around us, and also with the Diocese as a whole. It also receives reports from the General Synod. Two meetings were held on-line in 2021, and one face-to-face.

Church Fabric

St Mary's church building is vested in Ottery St Mary Church Corporation ("The Governors") by Royal Charter. As such the PCC has no responsibility for the upkeep of the fabric. The PCC has a working relationship with the Church Corporation, for which they are very grateful. Wiggaton building maintenance is self-funded, with the year-end restricted fund for that purpose standing at £20,927.

Mission and Evangelism

The Explore home group have supported Kay Ammon, based in Kenya, in her work to combat gender-based violence. Members of Explore and the wider Parish Church together generously pay to support Kay's daughter's schooling in Kenya.

Other Activities

In March each year the PCC publishes a separate document containing reports and details of the 20 organisations and groups that are part of our Church family. Activities range from Bell ringing to Tots' Time - the latter was a new initiative which opened in June 2021, running weekly during school term time. Many of the PCC's activities were curtailed or partially suspended due to the pandemic, but where possible these activities have had a careful risk assessment and where possible have restarted.

Financial Review

Our unrestricted funds for St Mary's show a deficit of £1,505 on receipts of £97,148. Wiggaton contributed an additional deficit of £232 on receipts of £5,539. Our combined Diocesan Common Fund contribution was set at £77,482 of which we were only able to pay £66,464, due in the main to the reduction in our receipts outpacing the savings we could make (excluding Common Fund payment shortfall).

Unrestricted funds - Receipts

The consolidated shortfall of unrestricted receipts compared with 2020 (£8,769 lower, attributable to St Mary's) can be largely explained as follows

Decreases vs 2020

- an attrition of £5,883 in overall giving. Whereas planned giving was lower by £10,189, ad-hoc giving and donations increased by £4,306. As a knock-on effect, gift aid recovery from HMRC reduced by £4,179.
- OSM received £5,828 in Furlough pay subsidy in 2020, and none in 2021.

Increases vs 2020

- For St Mary's, hire of the church building and statutory fees from weddings and funerals together increased by £6,358, reflecting the backlog of postponed weddings resulting from 2020 lockdowns.
- Fundraising across the two churches increased by £2,217 but this was against the backdrop of no St Mary's Summer Fair for the second year running. The increase was due to a well-patronised Christmas Tree festival run by the PCC (in past years it has been organised by the Friends of the Church of Ottery St Mary whose own funds benefited).
- St Mary's Church Shop receipts increased by £1,630 as the shop (mainly closed in 2020) was re-opened in the summer. The balance against cost of stock was positive by £1,594.
- Grants (unrestricted) were received to the value of £1,349 from the Governors, the Friends and the Heale Trust consisting of contributions to
 - the wages cost of our Administrator
 - advertising our Church Services following the re-opening of the building after COVID restrictions were loosened
 - the gas heating bill
 - cost of floodlighting the church
 - 25% of our cleaning costs
 - The cost of printing and posting copies of the weekly "Contact Sheet" to congregants, during the COVID restrictions

Unrestricted funds - Payments

Overall, for most of 2021 activity only partially recovered – there were far fewer church services, at which average attendance was lower. This reduced level of activity, along with a Common Fund payment of 90% of the requested amount, led to outgoings reducing year-on-year by £8,329. Key areas where lower outgoings can be seen were:

- Clergy expenses - £2,934 lower, reduced request from Otter Vale Team
- Employee/self-employed costs¹ - £1,588 lower, reduced activity and ceasing of honorarium
- Common Fund - £7,791 lower (see above)

¹It is the church's policy to pay at least the national minimum wage to its staff. Pay levels are reviewed annually and adjusted by 2% or to align with any change in the national living wage. At the end of 2021, the PCC was informed of the statutory 6.6% increase in the National Living Wage from April 2022. The hourly rate of the Church Administrator was also increased effective January 2022, taking into account a benchmark from another church in the vicinity.

Increases in other costs offset the above savings by around £4,500, including £564 higher fundraising costs and £1,227 increase in church shop outgoings.

In October 2021, our gas supplier CNG Energy became one of the casualties of the unprecedented turbulence in the energy market. Our account was transferred by Ofgem to Pozitive Energy, and our kWh charge rate rose by 130%, which has been reflected in the final months' costs of 2021, and in our 2022 budget.

For outgoing charitable grants, the PCC continued its policy, in respect of St Mary's, not to make such grants to other charities out of general fund donations, given that it has been unable to meet its Common Fund commitment. Special collections and charity-designated ad-hoc collections for such bodies are treated as liabilities and remitted to the targeted organisations along with any Gift Aid due, the latter to be reclaimed later. The breakdown of such remittances is shown in Table 5 below. Wiggaton DCC has not adopted this policy, and made donations totaling £498 from its general fund, as well as designated collections to the value of £402.

Restricted funds

Grants were received for the Vicar's Charities fund (£300), Tots' Time (£500) and St Mary's Flower Fund (£250). The Tots' Time grant was earmarked for the purchase of equipment and toys, and a contribution to heating the building during the weekly winter sessions.

£535 was withdrawn from the Abide fund to provide the Syrian family with emergency help with household bills, and to facilitate the provision of a laptop by the local school for the older children.

In 2021, a new volunteer took over responsibility for the Flowers Fund, and it was agreed that the accounting would be migrated from paper records to the cloud-based accounts package employed by St Mary's. The decision was also made to migrate the Bell-ringer's fund and Wiggaton's accounts in 2022 (whilst remaining the responsibility of their respective treasurers), providing greater transparency and avoiding the need for manual consolidation at year-end.

The figures for Flowers and Bellringers are shown as a constituent of the Restricted Funds; Wiggaton's funds are treated in the same way as those of St Mary's. The Heale Trust - considered as a 'connected trust' and not an element of the PCC charity's books - will be published in 2022 for the first time as a (separate) restricted fund.

Restricted cash reserves for both churches are largely invested in the CBF Church of England Deposit Fund. The largest elements for St Mary's are funds held for choir music and robes (£4,073); [ex]-Abide (£3066); Vicar's charities (£2,901). For Wiggaton, during the year, all Ayre bequest (£4,220), Cook bequest (£1,470) and In Memoria (£169) funds in the CBF deposit account were withdrawn, of which £5000 was used to buy units in the CBF Investment Fund. The remainder (£859) was transferred from the Ayre bequest to the Building Fund, which now stands at £20,927.

Investments

The value of St Mary's invested funds (largely restricted) rose to a market valuation of £49,166 (2020: £46,742); but interest income on 'cash' accounts remained negligible as bank rates continue at very low levels.

Financial governance

During the year, the Treasurer reported in detail bi-monthly, both to the PCC and the Standing Committee, on the progress of St Mary's finances against budget and against the previous year.

The PCC has a written policy outlining who may authorise what level of expenditure, and the level at which alternative estimates/quotes need to be obtained. The PCC is satisfied that the way in which receipts are handled is secure and achieves an acceptable level of accountability.

Reserves Policy

St Mary's unrestricted reserves policy is to retain sufficient cash funds to cover three months' normal expenditure (equivalent in 2021 to about £25K). It has not been possible to fulfil this policy; and the budget process for 2022 suggested that some £9000 in cash would need to be carried over from the 2021 year-end in order to provide sufficient cash for the first few months of 2022. Wiggaton has about £5,100 in its unrestricted General Fund which represents over nine months' expenditure coverage.

Table 1

Financial Statement for the Year Ended 31 December 2021																																										
Receipts and Payments Accounts, PCC of the Ecclesiastical Parish of Ottery St Mary (Consolidated**)										U			R			E			U			R			E			U			R			E								
										Ottery St Mary			Wiggaton			Ringers			Flowers																							
Receipts	Note	Unrestricted	Restricted	Endowment	Total		2020	Chk	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment																						
<u>Income and Endowments</u>																																										
<i>Income from Charitable Activities</i>										9332			9332			3899			OK			9332																				
PCC fees income		6941			6941		2924	OK				6941																														
Hire of church buildings		1174			1174		626	OK				1174																														
Income from catering		943			943		8	OK				943																														
Printing & stationery income		274			274		341	OK				274																														
<i>Income from Donations and Legacies</i>										79765			6503			86268			105455			OK			75031			5815			4734			402			36			250		
Giving							3960	OK																																		
Tax-efficient planned giving		43507			43507		52164	OK				41252			2255																											
Other planned giving		7435			7435		8967	OK				7135			300																											
Cash collections at church services		2505			2505		1792	OK				1931			574																											
Donations		9294		453	9747		5990	OK				8744			15			550			402			36																		
Gift Aid from HMRC		12782			12782		16961	OK				11727			1055																											
Grants - Non Recurring		3109		1050	4159		12527					3109			800																		250									
Grants – Recurring		1132			1132		894	OK				1132																														
Legacies				5000	5000		2200	OK							5000																											
<i>Income from other trading activities</i>										5844			3945			9789			2190			OK			5086			758			42			2950			953					
Church shop receipts		3111			3111		1481	OK				3111																														
Fetes, bazaars, other fund-raising events		2733		42	2775		649	OK				1975			758			42																								
Flowers income				953	953			OK																									953									
Bellringers' fees				2950	2950		60																				2950															
<i>Investment income</i>										1381			0			1381			1537			OK			1334			47			0											
Interest received		1381		0	1381		1537	OK				1334			47												0															
<i>Other incoming resources</i>										6365			54			6419			12318			OK			6365						54			54								
Other receipts				54	54		5893	OK																																		
Reimbursement of costs from other churches		6365			6365		6425	OK				6365																														
TOTAL RECEIPTS		102687		10502	113189		125399	OK				97148			5815			5539			444						3040						1203									

Table 2

Payments	Note	Unrestricted	Restricted	Endowment	Total	2020	Ottery St Mary			Wiggaton			Ringers			Flowers		
							Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment
<u>Charitable activities</u>																		
<i>Charity management & administration</i>		139			139	980	139											
Bank and transaction fees		81			81	33	81											
Independent examination of accounts		58			58	47	58											
						900												
<i>Charity running costs</i>		644			644	1253	644											
Cleaning materials		284			284	79	284											
Printing & stationery costs		360			360	274	360											
						900												
<i>Church running costs</i>		12892	818		13710	14027	11900	702		992	44			72				
Church electricity and gas		6132			6132	7148	5947			185								
IT licences & support		877			877	368	877											
Legal & associated subscriptions etc		560	72		632	547	560							72				
Printer lease & printing charges		1872			1872	1855	1872											
Church routine repairs		1558	746		2303	1511	1417	702		141	44							
Church telecoms		1005			1005	810	1005											
Church water/sewage		223			223	232	223											
Insurance		666			666	655				666								
						900												
<i>Clergy Expenses</i>		2380			2380	5194	2380											
<i>Cost of services</i>		783	294		1076	843	783	294										
<i>Cost of catering</i>		174			174	119	174											
<i>Costs of church shop</i>		1517			1517	278	1517											
<i>Cost of flowers</i>			751														751	
<i>Diocesan Quota (Common Fund)</i>		66464			66464	74255	66464											
<i>Employee costs</i>		12464	1650		14114	14052	12464							1650				
<i>Grants</i>		1346	921		2267	2345	848	519		498	402							
Mission & evangelism			166		166	255		166										
Donations to other charities		1346	755		2101	1190	848	353		498	402							
						900												
<i>Training</i>						90												
<i>Fundraising expenses</i>		1266	25		1291	702	1266											25
<i>New building work to the church</i>						7509												
<i>Other outgoings</i>		4355	25		4380	4453	74			4281				25				
TOTAL EXPENSES		104424	4484		108908	126102	98653	1515		5771	446			1747				776

Table 3

	Note	Unrestricted	Restricted	Endowment	Total	U R E			U R E			U R E			U R E		
						Ottery St Mary			Wiggaton			Ringers			Flowers		
						Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment
<i>Other receipts & payments</i>																	
Purchase of fixed assets & investments																	
All receipts		102687	10502		113189	97148	6768		5539	444			3040			1203	
All payments		104424	4484		108908	98653	2266		5771	446			1747			776	
Transfers between funds																	
Net movement in funds		-1737	6018	207	4488	-1505	4502	207	-232	-2		1293				427	
Total funds Brought Forward		20617	85183	3551	109350	14526	55252	3551	6,091	25928		3335				668	
Total funds Carried Forward		18880	91201	3757	113838	13021	59755	3757	5859	25926		4627				1095	

Table 4

2021		Parochial Church Council of Ottery St Mary																	
		Consolidated Statement of Assets & Liabilities												Independently examined and approved 17/02/2022					
				N o t e		N o t e		N o t e		N o t e			N o t e						
	Acc no	Unrestricted			Restricted		Endowment		Total 2021		2020		Explanation						
Cash Funds																			
Bank Current Accounts		11285	1		5960	1a			17244		13990		1 OSM & Wiggaton only						
Bank Deposit Accounts		362			4113	2			4475		5224		1a OSM, Wiggaton, Ringers, Flowers						
PayPal account			3								1128		2 Of which £ 3067 = Abide funds retained after formal project closure Sep 2019						
CBF Deposit Accounts	OSM: 615278001E	9048	4		35735	4			44783		46919		3 OSM only						
Cash in Hand+Petty cash		72	3		95	5			167		107		4 OSM & Wiggaton only						
													5 Ringers, Flowers						
	Sub-tot	20767			45903				66669		67367								
Other Monetary Assets																			
Income Tax Recoverable		3256	6						3256				6 HMRC gift aid accrued 2021; to be claimed 2022						
Undeposited receipts																			
DONR (text giving)		10	3						10										
SumUp (card-reader)		5	3						5										
	Sub-tot	3270							3256										
Investment Assets																			
CBF Investment Fund					49166	7	2970	8	52136		45582		7 Includes £18,886, part of OSM Toilets fund						
CBF Fixed Interest Fund							1084	9	1084		1161		8 Miss M J Digby legacy: Choir M £920; CI Main £1676						
	Sub-tot				49166		4054		53220		46742		9 Mrs G B M Drake & others Gift (Wiggaton)						
Assets retained for Church use																			
Total		7575	10						7575		6907		10 Depreciation is calculated but not shown in R&P accounts						
	Sub-tot	7575							7575		6907								
Stock																			
Shop stock		2198	11						2198		1722		11 OSM Stock count & valuation including VAT.						
Guide books		766	12						766		2587		12 2021: OSM church guides valued at purchase price						
Printing materials (OSM Church Office)		360							360		55		13 Based on physical stock take						
	Sub-tot	2963							2963		4364								
Liabilities																			
Creditors																			
Supplier accounts payable		-256			-1036				-1292										
Payroll liabilities		-89							-89										
	Sub-tot	-345			-1036				-1381										
Total																			
		34410			94033		4054		132489		125381								

Table 5

Grants to external charities – St Mary's

CHARITY	£3,713
(Designated)	Paid
Bible Society	£197
CHICKS	£681
Children's Society	£156
Friends of OSM	£122
India appeal	£314
MC Church Schools	£253
Melanesian Mission	£175
Mercy Ships	£22
Mission Aviation Fellowship (MAF)	£163
Mothers' Union	£175
Ottery Help Scheme	£75
Royal British Legion	£636
Tear Fund	£743

Grants to external charities – Wiggaton

CHARITY	£900
Shelterbox	£600
SightSavers	£300



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF OTTERY ST MARY

**On accounts for the year
ended**

31/12/2021

**Charity no
(if any)**

1133945

Set out on pages

1

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended DD/MM/YYYY.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out
under section 145 of the 2011 Act and in carrying out my examination, I
have followed 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 (other than that disclosed below *) in connection with
the examination which gives me cause to believe that in any material
respect:

- accounting records were not kept in accordance with section 130 of
the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Nicholas Cross

Date:

17/2/22

Name:

NICHOLAS CROSS

**Relevant professional
qualification(s) or body
(if any):**

CIMA - CHARTERED ACCOUNTANT

Address:

32, PRINCE ROAD
OTTERY ST MARY
EX11 1EQ

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32,
Independent examination of charity accounts: directions and guidance for
examiners).

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Volunteers

The members of the PCC would like to thank all the volunteers who work so tirelessly to make our Church a lively and vibrant community. Our especial thanks go to our Churchwardens and Deputy wardens.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers (if so decided at the Annual Parochial Church Meeting ["APCM"]), those elected to the Deanery Synod, and other members who are elected at the APCM by those on the Electoral Roll. Wiggaton's District Church Council is constituted such that, on an annual basis, a representative from one of Wiggaton's habitual worshippers shall be elected as a PCC member at the APCM.

Members of the congregation are always encouraged to join the Electoral Roll, and, if so qualified, to consider standing for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The full PCC met 12 times during the year, meeting nine times virtually and twice in a hybrid of in-person and via Zoom, and once in-person. The average level of attendance was 85%. To facilitate its work, the PCC operates through a number of committees, which meet between full meetings of the PCC.

Standing Committee.

This Committee met six times This is the only committee required by law. It also had two liaison meetings with the Church Corporation (The Governors) to discuss matters of common interest.

Link sub-committee attends to pastoral matters, supporting existing and new members. The **Charitable Giving Group** recommends to the PCC those charities which the church might support and supplies ongoing information to the church community at large.

Administrative Information

The Parish Church is situated at The College, Ottery St Mary. It is part of the Diocese of Exeter within the Church of England. The correspondence address is The Parish Office, The College, Ottery St. Mary EX11 1DQ. Wiggaton's church is located at Sidmouth Rd, Wiggaton, Ottery Saint Mary EX11 1PX.

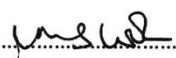
The PCC is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2020) and a Charity registered with the Charity Commission.

PCC members who have served from 1st January 2021 until the date this report was approved were:

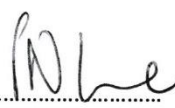
Position	Name	From/to	Standing committee
<i>Ex Officio</i>			
The Incumbent	Rev'd Lydia Cook	From Oct 2021	Yes
Churchwardens	Mrs Rosie Hall	From May 2021	Yes
	Mrs Margaret Whitlock	From Oct 2020	Yes
	Mr Grenville Gilbert	To May 2021	Yes
Deanery Synod Reps	Mr John Maybery [#]	From Oct 2020	
	Mr Philip Whitlock	From Oct 2020	Yes
	Mrs Rosie Hall	From Oct 2020	
	Mrs Diana Passey	To Jul 2021	Yes
	[#] Also elected from May 21 as the PCC representative for St Edmund's, Wiggaton		
<i>Elected Members</i>			
	Mr Brian Cammack	From Oct 2020	Yes
	Mr David Rose	To Mar 2022	

	Mrs Helen Atkinson	To Mar 2022	Yes
	Mrs Diana Gee	From Oct 2020	
	Mrs Gillian Coley	From Oct 2020	
	Mrs Sheila Williams	From Oct 2020	
	Mrs Susan Jeacock	From Oct 2020	
	Mrs Susan Clayton	From May 2021	
	Mr Stephen King	From May 2021	
	Mr Michael Farley	From May 2021	
	Mrs Ruth Sims	From May 2021	

Approved by the PCC on 23rd March 2022 and signed on its behalf by:



 Rev'd Lydia Cook (Chair)



 Mr Philip Whitlock (Treasurer)

Accounts



**The Parochial Church Council of the Ecclesiastical Parish of
Ottery St Mary**

Annual Report and Financial Statements of the Parochial Church Council
for the Year ended 31st December 2020

INCUMBENT
Vacant

TREASURER
Mr Philip Whitlock M.A.

BANKERS
Santander
PO Box 1109
Bradford
BD1 5ZJ

INDEPENDENT EXAMINER
Mr Nik Cross CGMA

ST MARY THE VIRGIN, ST. EDWARD THE CONFESSOR AND ALL SAINTS
OTTERY ST MARY

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL ("PCC") FOR THE
YEAR ENDED 31st DECEMBER 2020

AIM AND PURPOSES

The PCC has the responsibility of co-operating with the incumbent (from August 2020 the position became vacant upon the retirement of Rev. Stephen Weston) in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical.

As well as St Mary's Church, it also has responsibility for the Church of St Edward the Confessor, Wiggaton ("Wiggaton") which is licensed as a District Church, with its own elected District Council and Deputy Churchwarden.

OBJECTIVES AND ACTIVITIES

It is the PCC's policy to offer a range of services during the week and over the course of the year as we seek to meet the spiritual needs of our community. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

In planning their activities, the incumbent and PCC give proper consideration to the Charity Commission's guidance on public benefit; and especially the guidance on the Advancement of Religion for the Public Benefit.

In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.
- Giving to other charities

Achievements and Performance

Worship and Prayer

Notwithstanding the PCC's policy as outlined under *Objectives and Activities* above, in March we temporarily closed the St Mary's church buildings due to the Coronavirus pandemic, resulting in no church services or other meetings, gatherings or activities taking place. However, the PCC did decide to open the building for individual private prayer only, on Wednesday and Friday mornings, kindly stewarded by a few stalwart volunteers who ensured that COVID safety measures were adhered to, and that any occupied pews were disinfected afterwards.

Up till the point of closure, the average weekly attendance at St Mary's was 70; for Wiggaton 10. As at October 2020 the electoral roll numbers were: Ottery St Mary 138 members; Wiggaton 31 members. Total membership 169.

When restrictions were lifted somewhat in June, limited short Sunday morning 'services' (consisting of a reading, thought and prayer) were started, led by retired clergy or others within the Mission Community and beyond. Attendance at such services was capped at 70 people, to facilitate safe social distancing.

However, once the COVID lockdown was reinstated at the beginning of November, and in spite of the fact that church buildings were legally allowed to remain open for worship, the PCC took the difficult decision to close the building again for anything other than private prayer. Dispensation from the Bishop of Exeter was applied for and granted for this purpose.

Wiggaton, with its considerably smaller building, frequency of services and attendance numbers, remained open for services in accordance with the permissions and guidelines in force at the time.

Pastoral Care

The COVID-related legal restrictions on people's movements and gatherings meant that normal pastoral care practices such as personal home visits, home communion for the sick/infirm, and face-to-face fellowship e.g. in house groups had to cease. Measures were taken to mitigate any resulting loneliness and isolation, especially given that the average age of our congregation is in the 70's. Our weekly "Contact Sheet", normally physically distributed at church services, was delivered, and later posted, to regular worshipers who are unable to receive it via email or our website where it is posted. A team of people was also formed to make regular telephone contact ("Call & Chat") with those in our worshipping community considered to be isolated or vulnerable, which was well appreciated. Before his retirement in August, our vicar continued to record short thoughts which were made available via our website.

The two remaining St Mary's house groups (one had closed due to dwindling attendance) switched to meeting via Zoom; and one of them produced a regular newsletter for attendees.

The Bereavement Group, introduced in 2019 with the aim of providing support and counselling for people who have lost loved ones, was only able to meet up until the first 'lockdown' in March.

Reaching the community

Pandemic restrictions on gatherings also considerably affected the celebration of "Life Events" Birth, (Baptism), Marriage, and Death (Funerals) in church. In 2020, due to government prohibition of, or restrictions on attendance at, gatherings including life events, there were a considerably reduced number of baptisms (9) and weddings (4) taking place. Funeral services were allowed to proceed with a cap on the number of attenders; 20 funerals were held - including Thanksgiving/Memorial services, and funerals held at the local Crematorium.

Our investment in a church WiFi service in St Mary's provided an unexpected benefit for some couples' baptism and wedding services, as they were able to invite additional 'virtual' attendees to enjoy the celebrations by video call.

The severely reduced number of Marriage Preparation courses, provided by the clergy and laity of our Mission Community, also reflected the restrictions.

As already stated, St Mary's church building, normally open daily for the community to use for private prayer and reflection, was closed for long periods to normal activity, with private prayer reduced to two mornings per week, attended by a handful of people.

Our popular "Coffee & Chat" events held in church on Tuesday mornings were unable to continue beyond March.

Whilst the short summer reprieve from COVID lockdowns in theory would have enabled our highly popular annual fair and newer 'Buskers' attraction (held at Cadhay House) to take place, the earlier restrictions made it impossible to plan and implement such a complex event. This, along with the risk of considerably lower attendance, led to the event being cancelled, with the £400 deposit for entertainment forfeited.

Church closures also meant that St Mary's was unable to welcome its usual number of sight-seeing visitors into the building.

The church shop operating in St Mary's South Aisle also closed after the first quarter, and for COVID safety reasons, all the stock had to be packed away. Unfortunately the church volunteer who had successfully run the operation for many years felt unwilling to continue with it going forward – the PCC has appealed for any willing replacement volunteer(s).

For many years, St Mary's has been a collecting point for the Ottery Food Bank which provides a significant community service. The economic side-effects of the pandemic led to greater demand on the service, and our members' donations of food boxes were much appreciated.

Ecumenical relationships

- St Mary's is a member of Churches Together in Ottery (CTIO). In the autumn, the Chairmanship of this initiative passed to another representative from our church, and CTIO adopted a 'rebranding' as "Love Ottery"
- The "Lyfe" bible study group, organised by a member St Mary's and open to people from any denomination, met on Mondays at the Feoffee Room in Ottery St Mary between January and March.

Mission

Hospitality and the provision of food and refreshment is recognised as a key strength of St Mary's, not only for church members and attenders, but also as an effective way of drawing members of the community into the friendship and Christian fellowship provided by the church. We were unable to run any catered events or gatherings in 2020; and there were no external hire bookings of the church or the Loft meeting room.

In respect of the plans to install a kitchen in St Mary's North Porch, architect's work on the plans continued at a reduced level of activity, and the damp/condensation survey referred to in last year's report was completed in August. This work was paid by the PCC, funded by grants from the Vicar's and Churchwardens' Fund (Heale Trust).

The Church continued to maintain a Facebook and WordPress blog presence, and the use of such social media gained in importance as a means of keeping in touch with our community whilst face-to-face gatherings and meetings were not possible.

At the end of the year, with no likelihood of the second lockdown being lifted for many months, a small group was formed to plan St Mary's first online recorded service, to be published at Christmas. Following a basic storyline, filming/recordings took place by various members of the group outside and inside the church building, and at several locations within or nearby Ottery St Mary. Members of the community who do not normally attend church were invited to participate, including a local restaurateur and a resident of a local care home. Seasonal carols and songs were recorded using members of the choir and other musicians, along with a 2016 St Mary's carol service recording made in church. Reception of the resulting video was overwhelmingly positive, and it was decided to continue to produce a weekly "thought" via this medium in 2021.

Safeguarding remains a critical responsibility of our PCC. During the pandemic, the PCC took its responsibilities in respect of the specific health-related safeguarding of its worshipping community and visitors very seriously, in line with government legislation, as well as official guidance from the Church of England, local guidance from the Archdeacon of Exeter, and published advice from other bodies such as the Royal School of Church Music and the Central Council of Church Bell-Ringers. All this informed the Churchwardens' and PCC's decisions in respect of the extent of opening of the St Mary's church building; whether services could/should take place; and to what extent the services of the choir and bell-ringers were permitted/advisable. Detailed Risk Assessments were developed and submitted to the PCC for approval; and their manner of implementation carefully considered in Standing Committee. Where the church was open for limited activity, basic contact details of attendees were captured, seating in pews was limited to ensure social distancing, masks had to be worn (unless medically exempt); and the volunteer stewards cleaned and disinfected occupied areas afterwards.

We carried out basic DBS checks (at PCC expense) on 2 volunteers/workers who are not eligible for an Enhanced Check.

As reported last year, the Mission Community's support of the resettled Syrian refugee family which arrived in the UK in September 2017 formally ended in September 2019. Our charity's reserved fund (standing at £3,782 at closure) - held as a contingency to help the family with any emergency expenses which might arise thereafter - called upon £180 in 2020.

Recruitment of a new incumbent

Following the retirement of our Team Rector (Rev'd Stephen Weston) in August, our Mission Community entered a period of 'interregnum'. During such a period of vacancy, the responsibility for leading the parish falls to the churchwardens and the Rural Dean (in our case Rev'd Mark Ward); meaning that legal responsibility for worship, occasional offices, pastoral care, mission etc. falls to the churchwardens and Rural Dean. Moreover, together they become Sequestrators, i.e. trustees of the income and property of the benefice.

In July, the process to be followed for the replacement of the incumbent was the main topic of the PCC's bi-monthly meeting, which was attended by the Archdeacon, Finance Director and Head of HR of Exeter Diocese. One key outcome of the meeting was the formation of a sub-committee tasked with the production of a "Parish Profile" for the Mission Community (of which St Mary's is the biggest church) setting out in detail the needs, desires and expectations of the Community for such a key post-holder. The team consulted widely both within St Mary's and with the churchwardens of the other Mission Community churches, in order to reach a consensus on the content of the Profile and the person specification for a new Rector. By the end of the year, the completed document had been submitted into the Diocesan approval process i.e. to the Archdeacon and suffragan Bishop of Exeter.

Annual Parochial Church Meeting (APCM) and Annual Meeting of Parishioners

The Church Representation Rules part 9 set out that the Annual Parochial Church Meeting and Annual Meeting of Parishioners (to elect churchwardens) must be held in the period which begins with 1 January and ends with 31 May. However, due to pandemic restrictions in 2020, the Bishop of Exeter joined other bishops in extending (via Bishop's Instrument) the deadline to 31 October. Such meetings for St Mary's took place on 07/10/2020, attended either in person or via Zoom.

FINANCIAL REVIEW

Our general funds for St Mary's show a small deficit of £64 on receipts of £106,348. Wiggaton contributed an additional deficit of £895 on receipts of £5,108. Our Diocesan Common Fund contribution was set at £89,844 of which we were only able to pay £74,255, explained below. The significant shortfall of receipts compared with 2019 (over £46K lower, the majority attributable to St Mary's) was due to the effect of the pandemic on loose giving, planned giving via regular envelopes, ad-hoc donations, trading (church shop, building hire), weddings, and fundraising. There was also some attrition in planned giving, due to deaths of some donors, and others choosing to cease giving.

In July, the PCC agreed to a proposal to implement a contactless card reader in the St Mary's church building, to facilitate giving, donations (both to our own charities and the nominated external ones); and payments for shop items. Our facilities at St Mary's for giving digitally now comprise of its website donation page; text-giving (SMS); the said card-reader; and when our supporters make purchases via smile.amazon.co.uk in favour of our charity.

Planned giving for St Mary's fell to £61,131, plus £3,310 from Wiggaton. The cancellation of the Summer Fair at Cadhay House, and all subsequent regular events organised by St Mary's (Tar Barrels, Christmas Market) meant that the surplus (receipts less outgoings) vs 2019 was over £12,500 lower.

Net returns from the Church Shop, hire of church buildings and some printing/copying services were over £2,000 lower than in 2019. Parochial fees for weddings and funerals were £2000 lower, with many weddings being cancelled or postponed until 2021.

In line with the considerably reduced level of activity, outgoings also reduced considerably (£36K lower). However, overall, the year was very challenging financially, and tough decisions were required in order to balance St Mary's books.

For Charitable grants, whilst the PCC's policy to donate 5% of giving, plus some special collections, to external charities, the severe pressure on St Mary's finances set out above, and in particular the situation with the chronic underpayment (vs the requested amount) of our Common Fund dues led to a PCC decision to prioritise the latter over the former. Whilst in 2019, giving to external charities amounted to over £7300 in total, in 2020 only £290 was given. Wiggaton was able to donate £900. (see table in "PCC ACCOUNTS 2020 NOTES" below).

The value of St Mary's invested funds (largely restricted) rose to a market valuation of £46,742 (2019: £43,759); but interest income on 'cash' accounts remained negligible as rates still continue at very low levels.

It is the church's policy to pay at least the national minimum wage to its staff. Pay levels are reviewed annually and adjusted by 2% or to align with any change in the national living wage. However, in 2020 the decision was made to furlough the Administrator and Cleaners, meaning that the PCC paid 80% of the equivalent period's pay in 2019, whilst reclaiming up to 80% thereof from HMRC – meaning that no pay increase was given.

The PCC has a written policy outlining who may authorise what level of expenditure, and the level at which alternative estimates/quotes need to be obtained.

The PCC is satisfied that the manner in which receipts are handled is secure and achieves an acceptable level of accountability. However, in 2020, given the increasing complexity of effectively managing the accounts via "home-grown" spreadsheets, the Treasurer made the decision to migrate St Mary's accounts to a third-party accounting software package specifically catering for non-profits/charities, and in particular, Church of England churches.

The Treasurer reports bi-monthly to the PCC on the progress of St Mary's finances against budget and against the previous year, and bi-monthly to the Standing Committee.

Significant regular items of expenditure are periodically benchmarked against what is currently available in the marketplace. We also continued to seek opportunities to reduce costs even in the smaller areas of expenditure.

At year-end, the accounts of Wiggaton District Church are consolidated into the attached accounts, along with the St Mary's Flower and Bell-ringers' funds. The figures for the latter two bodies are shown as a constituent of the Reserved Funds. From 2020, following advice from Exeter Diocese, Wiggaton's Unrestricted funds are shown as such in the consolidated accounts set out below (a departure from previous years when they were shown as Restricted). Wiggaton manages its own accounts which are separately examined. Wiggaton holds cash assets of £32,019. The PCC is satisfied that Wiggaton's finances are being properly managed. Flowers and Bell-ringers are also separately managed and checked over by the Treasurer at year-end.

Exeter Diocese also advised that the Vicar's and Churchwardens' fund (including Heale Trust) should be considered as a 'connected trust' (it is not a registered charity in its own right), given that its three trustees are, by definition, also trustees of our charity. This means that, from 2022, following the necessary task of re-aligning its financial year with ours (Jan-Dec), its funds will be consolidated with ours and shown as an element of the Restricted funds.

RESERVES POLICY

St Mary's unrestricted reserves policy is to retain sufficient cash funds to cover three month's normal expenditure (equivalent in 2020 to about £30,000). It has not been possible to fulfil this policy. However, the budget process for 2021 suggested that some £8000 in cash would need to be carried over from the 2020 year-end in order to survive the following three months. Wiggaton has nearly £6,100 in its unrestricted General Fund which represents 10 months' coverage; and will be formulating a reserves policy.

Restricted cash reserves for both churches are largely invested in the CBF Church of England Deposit Fund. The largest elements for St Mary's are funds held for choir music and robes (£4,461); [ex]-Abide (£3602); Vicar's charities (£2,600); Kitchen (£1,590). For Wiggaton, the largest elements are Building Fund (£20,069); Ayre bequest (£4,220); Cook bequest (£1,470).

STRUCTURE GOVERNANCE AND MANAGEMENT

The method and appointment of PCC members is set out in the Church Representation Rules. All eligible church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC consists of the Incumbent, Churchwardens, members of the Deanery and Diocesan Synods and members elected by those members of the congregation who are on the electoral roll of the church. The full PCC met 6 times during the year, and there was one emergency PCC meeting. All meetings took place via Zoom.

At the APCM in 2010, a resolution was passed to set up a District Church Council scheme for Wiggaton (referred to as the Wiggaton Church Council), including the election at each APCM of a Deputy Church Warden. The scheme provides for the delegation of general functions to the DCC.

Mrs. Sue Jeacock oversees the administration of the church as Church Co-ordinator, and also was formally appointed as PCC Secretary in October when she became a trustee.

The Church Management System supports administration of member records, the church diary and managing volunteers at St Mary's services and events. It also is invaluable in keeping up-to-date records in respect of Safeguarding (DBS, training and awareness), and supporting our GDPR compliance. In respect of the latter, MailChimp is employed to ensure GDPR compliance in respect of the management of consent to receive our weekly "Contact Sheet" by email. The iKnow Church "Life Events Diary" system for managing baptisms, weddings and funerals.

To facilitate its work, the PCC operates through a number of committees, which meet between full meetings of the PCC.

Standing Committee. This is the only committee required by law. It has the power to transact business of the PCC between meetings, subject to any directions given by the Council. It also has liaison meetings with the Church Corporation (The Governors) to discuss matter of common interest.

Link Sub-Committee attends to pastoral matters, supporting existing and new members.

Charitable Giving Group recommends to the PCC those charities which the church might support and supplies ongoing information to the church community at large.

In 2020, due to the fact that most activities ceased due to COVID, apart from the PCC and Standing Committee, none of the other aforementioned sub-committees met.

Policies

The PCC maintains a full set of Policies and operates comprehensive procedures for the protection of children and vulnerable adults ("Safeguarding"). This area is overseen by Ms Jill Rose.

Towards the end of 2020, work was started on reviewing and updating a large number of our policies, and formal risk assessments (particularly COVID-related) were put in place. A web page was also set up where the latest policies and risk assessments can be easily accessed.

Building maintenance

St Mary's church building is vested in Ottery St Mary Church Corporation by Royal Charter. As such the PCC has no responsibility for the upkeep of the fabric. The PCC has an excellent working relationship with the Church Corporation, for which they are very grateful. Wiggaton building maintenance is self-funded, with the year-end restricted fund for that purpose standing at just over £20,000.

ADMINISTRATIVE INFORMATION

The Parish Church is situated at The College, Ottery St Mary. It is part of the Diocese of Exeter within the Church of England. The correspondence address is The Parish Office, The College, Ottery St. Mary EX11 1DQ. Wiggaton's church is located at Sidmouth Rd, Wiggaton, Ottery Saint Mary EX11 1PX.

It is a member of the Otter Vale Team Ministry of which our incumbent was (until his retirement) the Team Rector and is part of the Otter Vale Mission Community.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006); and registered with the Charity Commission under reference number 1133945.

The PCC members who have served from 1st January 2020 until the date this report was approved are ("APCM" is the Annual Parochial Church Meeting. In 2020 this took place on 07/10/2020):

Incumbent & chairman	Rev Stephen Weston	(retired August 2020, position now vacant)
**Church Wardens	Ms Jules Corkhill	To APCM 2020
	Mr Michael Farley	To APCM 2020
	Grenville Gilbert	From APCM 2020 to APCM 2021
	Margaret Whitlock	From APCM 2020 to APCM 2021
**Deanery Synod	Mr Colin Tindal	To APCM 2020
	Mrs Shirley-Ann Williams	To APCM 2020
	Mrs Diane Passey	To July 2021
	Mr Philip Whitlock	From APCM 2020 - 2023
	Mr John Maybery	From APCM 2020 - 2023
	Mrs Rosie Hall	From APCM 2020 - 2023
**Diocesan Synod	Mrs Shirley-Ann Williams	To APCM 2020
	Mrs Diane Passey	PCC Vice-chair from APCM 2020
Elected members of the PCC	Brian Cammack	From APCM 2020 - 2023
	David Rose Electoral Roll Officer	To APCM 2022
	Helen Atkinson + Standing Committee from December 2019	To APCM 2022
	Philip Whitlock Treasurer + Standing Committee	To APCM 2020
	Miles Corkhill + Standing Committee	Resigned Oct 2020
	Rosie Hall	To APCM 2023
	Mark Rix	To APCM 2021
	Tony Mitchell	To APCM 2020
	Margaret Whitlock	To APCM 2020
	Diana Gee	From APCM 2020 - 2023
	Gillian Coley	From APCM 2020 - 2023
	Sue Jeacock PCC Secretary + Standing Committee	From APCM 2020 - 2023
Non-voting	Mrs Sue Jeacock	Hon. Secretary to APCM 2020
	Mr Arthur Passey	Governors' Representative

** Churchwardens, Members of the Deanery and Diocesan Synods automatically become non-elected members of the Parochial Church Council for the period of their tenure of such positions

Approved by the PCC on 24th March 2021 and signed on its behalf by

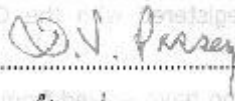
Mrs Diana Passey (PCC Vice-Chair)

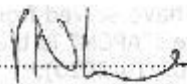
Mr Philip Whitlock (PCC Treasurer)

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**Church Wardens	Ms Jules Corkhill	To APCM 2020
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	Mrs Diane Passey	PCC Vice-chair from APCM 2020
Elected members of the PCC	Brian Cammack	From APCM 2020 - 2023
	David Rose	To APCM 2022
	Electoral Roll Officer	
	Helen Atkinson	To APCM 2022
	+ Standing Committee from December 2019	
	Philip Whitlock	To APCM 2020
	Treasurer + Standing Committee	
	Miles Corkhill	Resigned Oct 2020
	+ Standing Committee	
	Rosie Hall	To APCM 2023
	Mark Rix	To APCM 2021
	Tony Mitchell	To APCM 2020
	Margaret Whitlock	To APCM 2020
	Diana Gee	From APCM 2020 - 2023
	Gillian Coley	From APCM 2020 - 2023
	Sue Jeacock	From APCM 2020 - 2023
	PCC Secretary + Standing Committee	
Non-voting	Mrs Sue Jeacock	Hon. Secretary to APCM 2020
	Mr Arthur Passey	Governors' Representative

** Churchwardens, Members of the Deanery and Diocesan Synods automatically become non-elected members of the Parochial Church Council for the period of their tenure of such positions

Approved by the PCC on 24th March 2021 and signed on its behalf by

Mrs Diana Passey (PCC Vice-Chair) 

Mr Philip Whitlock (PCC Treasurer) 

CONSOLIDATED FINANCIAL ACCOUNTS

Financial Statement for the Year Ended 31 December 2020																		
Receipts and Payments Accounts, Ottery St Mary Parish Church (Consolidated**)																		
U R E U R E U R E U R E																		
Ottery St Mary Wiggaton Ringers Flowers																		
Unrestricted Restricted Endowment Unrestricted Restricted Endowment Unrestricted Restricted Endowment Unrestricted Restricted Endowment																		
Receipts																		
Note	Unrestricted	Restricted	Endowment	Total	2019	chk	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment
Income and Endowments																		
	Income from Charitable Activities	3891			3891	9614	OK	3831		60								
I.202	Diocesan fees	2924			2924	7484	OK	2864		60								
I.204	Hire of church buildings	8			8	1236	OK	8										
I.204a	Winter heating supplement	618			618		OK	618										
I.203	Printing & stationery income	341			341	893	OK	341										
	Income from Donations and Legacies	91815	9681		101496	115118	OK	87328	9391	4487	270			19				
I.400	Giving					3621	OK											
I.413	Tax-efficient planned giving	52164			52164	53750	OK	50054		2110								
I.410	Other planned giving	8967			8967	9501	OK	7767		1200								
I.401	Cash collections at church services	1726	66		1792	7993	OK	1076	66	650								
I.402	Donations	5551	439		5990	10183	OK	5551	150		270			19				
I.403	Gift Aid from HMRC	16961			16961	22019	OK	16434		527								
I.407	Grants	4246	9175		13421	8052	OK	4246	9175									
I.408	Legacies	2200			2200		OK	2200										
	Income from other trading activities	1997	193		2190	32392	OK	1616		381	133			60				
I.201	Church shop receipts	1481			1481	5058	OK	1481										
I.602	Fetes, bazaars, other fund-raising events	516	193		709	27335	OK	135		381	133			60				
	Investment income	1495	42		1537	1544	OK	1320	42	175				0				
I.803	Interest received	1495	42		1537	1544	OK	1320	42	175				0				
	Other incoming resources	12258	60		12318	6606	OK	12253		5				60				
I.806	Other receipts	5833	60		5893	94	OK	5828		5				60				
I.806a	Reimbursement of costs from other churches	6425			6425	6512	OK	6425										
	TOTAL RECEIPTS	111456	9976		121431	165274	OK	106348	9433	5108	403			140				
		chk OK	OK				OK			OK			OK			OK		

Payments					Note	Unrestricted	Restricted	Endowment	Total	2019	Ottery St Mary			Wiggaton			Ringers			Flowers		
											Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment	Unrestricted	Restricted	Endowment
	Charitable activities																					
	Charity management & administration					78	2		80	196	78	2										
E.203	Bank and transaction fees					31	2		33	196	31	2										
E.207	Independent examination of accounts					47			47		47											
	Charity running costs					353			353	374	353											
ER.301	Cleaning materials					79			79	93	79											
ER.308	Printing & stationery costs					274			274	281	274											
	Church running costs					12385	742		13127	15499	11408	199		977	465			78				
EC.312	Church electricity and gas					7148			7148	9544	6957			191								
EC.304	IT licences & support					368			368	657	368											
EC.304a	Legal & associated subscriptions etc					469	78		547	579	469							78				
EC.304b	Printer lease & printing charges					1855			1855	1750	1855											
EC.313	Church routine repairs					847	664		1511	1169	716	199		131	465							
EC.309	Church telecoms					810			810	899	810											
EC.311	Church water/sewage					232			232	247	232											
ER.305	Insurance					655			655	655				655								
EG.313	Clergy Expenses					5194			5194	6394	5194											
	Cost of services					114	622		736	475	114	622										
ES.315	Organ / Piano Tuning & Repair						500		500			500										
ES.317	Wine / Wafers / Candles / Choir music					114	122		236	475	114	122										
E.321	Cost of catering					119			119	982	119											
E.320	Costs of church shop					278			278	2447	278											
E.318	Diocesan Quota (Common Fund)					74255			74255	84000	74255											
	Employee costs					14052			14052	16691	14052											
E.319	Employees					13520			13520		13520											
E.319a	Self-employed, honoraria					533			533	16691	533											
	Grants					728	718		1445	12841	98	448		630	270							
E.800a	Mission & evangelism						255		255	4940		255										
E.800	Donations to other charities					728	463		1190	7901	98	193		630	270							
E.324	Training					90			90		90											
EF.510	Fundraising expenses					702	382		1084	10623	702										382	
E.350	New building work to the church					925	6584		7509	4280	925	6584										
EO.700	Other outgoings					4453	107		4560	5115	57	107		4396								
	TOTAL EXPENSES				chk	113727	9157		122884	159917	107724	7961		6003	735			78			382	
Other receipts & payments						OK	OK	OK						OK			OK			OK		
	Purchase of fixed assets & investments					378			378		378											
All receipts						111456	9976		121431		106348	9433		5108	403			140				
All payments						114105	9157		123262		108102	7961		6003	735			78			382	
Transfers between funds						1691	-1691				1691	-1691						Restricted	Endowment			
Net movement in funds						-959	-872	207	-1624		-64	-220	207	-895	-332			62			-382	
Total funds Brought Forward						21529	86707	3551	111786		14526	55252	3551	7,003	26243			4327			885	
Total funds Carried Forward						20570	85835	3757	110162		14462	55032	3757	6108	25911			4388			503	

2020		Parochial Church Council of Ottery St Mary																					
				Consolidated Statement of Assets & Liabilities																			

PCC ACCOUNTS 2020 NOTES

1. Net surpluses on fundraising:

	Receipts	Payments	Net	Receipts	Payments	Net	2020 vs 2019
	2019			2020			
Annual Fete	14348	7335	7013			0	-7013
Battle of the Buskers	1406	792	614			0	-614
Flower Festival			0			0	0
Tar Barrels	1124	627	497			0	-497
Christmas Market	3210	867	2343			0	-2343
Other income-generating events	2358	159	2199	135		135	-2064
Total fundraising	22446	9780	12666	135	0	135	-12531

2. Net surpluses on other trading

Shop*	5058	2447	2610	1481	278	1202	-1408
Building hire	1236		1236	8		8	-1229
Printing/copying	341		341	893		893	552
Total other trading	6635	2447	4188	2382	278	2103	-2085

* £480 of shop receipts in 2020 relates to 2019

- 'Other income' includes payment from Otter Vale Mission Community (OVMC) for office costs incurred on its behalf
- "Charitable grants" – herewith the breakdown of specific grants made to other charities in 2020.

<i>St Mary's</i>						
Go Beyond (CHICKS)						193
Mercy Ships						68
Mens Shed						30
<i>Wiggaton</i>						
Shelterbox						300
Sight Savers						300
Hospicecare						300
Total donated						1190

- The Diocese asked for £89,844. Wiggaton contributed £4,080 of the £74,255 paid.
- Cost of administrator, organist, cleaners (25% grant made by the Governors).
- This sum is pro rata our Parish Common Fund assessment relative to the other OVMC parishes.
- Relates to the new Kitchen project. These outgoings were covered by grants. Note (as reported last year) that historically an additional £11550 of mainly architects' fees related to the project have been paid directly by the Friends of Ottery St Mary, and which did not appear in those accounts.
- Under Receipts & Payments (R&P) accounting, depreciation does not get counted in the R&P reporting. Asset residual values are shown in the Assets and Liabilities report.

Examiner's report

Examiner's unqualified report (for a non-company charity preparing receipts and payments accounts) with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary. Registered Charity: 1133945

I report to the trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of Ottery St. Mary (the Charity) for the year ended 31st December 2020.

1. Responsibilities and basis of report

As the charity trustees of the Charity 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 Charity'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.

2. 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 Charity 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.

Signed:



Name:

NICHOLAS CROSS.

Relevant professional qualification or membership of professional bodies (if any):

ACMA - Chartered Management Accountant

Address:

32, PAVY RUN

OTTERY ST MARY

EX11 1FQ.

Date:

22/3/2021.