



**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)

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
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	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
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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

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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																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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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	OK	122884	159917	107724	7961		6003	735		OK		78		382	
Other receipts & payments																					
	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	

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							

3. 'Other income' includes payment from Otter Vale Mission Community (OVMC) for office costs incurred on its behalf
4. "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

5. The Diocese asked for £89,844. Wiggaton contributed £4,080 of the £74,255 paid.
6. Cost of administrator, organist, cleaners (25% grant made by the Governors).
7. This sum is pro rata our Parish Common Fund assessment relative to the other OVMC parishes.
8. 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.
9. 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.