

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

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, 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:

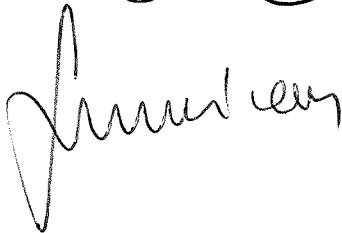


Rector

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.

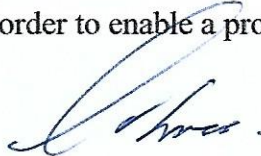
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures 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