



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 workshops 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

Signed: _____ Treasurer _____ Date

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)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
<i>Receipts</i>							
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 (Wiggaton) - Standing Order	2,010			2,010	2,010		
Tax-efficient planned giving - PGS	38,286			38,286	38,352	-67	-0%

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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 - PGS	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 (I)		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	180,054	-20,880	-12%
<i>Payments</i>							
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
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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 / Wafers / Candles	710			710	495	215	43%
Cost of catering	579	87		667	403	264	65%

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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%
<i>Other Receipts & Payments</i>							
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	

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 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	Current, Deposit, CBF	£ 51,537	£ 50,576		£ 102,113	£ 108,199
Flower Fund	Current		£ 779		£ 779	£ 881
Bellringers' Fund	Current, Deposit		£ 4,878		£ 4,878	£ 5,556
Wiggaton DCC	Current, CBF	£ 6,461	£ 21,435		£ 27,896	£ 26,666
Sub-Total		£ 57,998	£ 77,667		£ 135,666	£ 141,302
Undeposited funds	Cash, chq, merchant accs	£ 536	£ 67		£ 603	£ 124
Total cash funds (for Parish Finance Return)		£ 58,534	£ 77,734	£ -	£ 136,268	£ 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			
Sub-Total	£	10,123			£	10,123	£	9,481	
TOTAL ASSETS	£	73,283	£	126,278	£	3,960	£	203,521	
		Unrestricted		Restricted		Endowment		Total	
Liabilities									
<i>Creditors</i>	£	20,904	£	-			£	20,904	
Grand Total (Assets less liabilities)	£	52,380	£	126,278	£	3,960	£	182,617	
								£	207,499

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.

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



DATE

14/3/25.

NAME NIK CROSS

RELEVANT PROFESSIONAL QUALIFICATION

CEMA / CIMA.

ADDRESS

32, PANGY KUN
OTTERY ST MARY
EX11 1FQ.

Approved by the PCC on

and signed on its behalf by:

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

.....
John Maybery (Treasurer)