



The Parish of St Michael's Church, West Hill

Address for correspondence

Corner Croft, Lower Broad Oak Road, West Hill, EX11 1UF.

Annual Report and Financial Statements
of the Parochial Church Council
for the year ended 31st December 2025

Team Rector

The Reverend Lydia Cook

Vicar

The Reverend Mark Ward

Bankers

Barclays Bank
Leicester
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Santander
2 Triton Square
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London NW1 3AN

CCLA
Senator House
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Independent Examiner

Tony MacGregor FCA
16 Primley Road, Sidmouth, EX10 9LD

Our website

<https://ottervalechurches.org/churches/west-hill-church/>
<https://whmessenger.info/>

**The Parochial Church Council is a registered Charity:
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WEST HILL, OTTERY ST
MARY, IN THE DIOCESE OF EXETER - with the Registered Charity Number 1217054.**

The Parochial Church Council of St Michael's Church West Hill

Annual Report for the year ended 31st December 2025

Aim and Purpose

St Michael's Parochial Church Council (the PCC) has the responsibility of cooperating with the Incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. As well as the Church itself, which is a Grade II Listed Building, the PCC is also responsible for maintaining the Church Hall and the churchyard.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our Church, 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.

To facilitate this work, it is vital that we maintain the fabric of both the Church and the Hall.

Achievements and Performance

Electoral Roll

The Electoral Roll numbered 78 as at 31 Dec 25.

Worship and Prayer

Numbers of congregational acts of worship conducted at St Michael's Church in 2025 was 74, which is in line with the service pattern in the second table below [there were 74 services in both 2024 and 2023].

Attendance at Festivals was as follows –

Service	2024	2025
Easter Day	58	103
Carol Service	76	77
Crib Service	148	171
Christingle	197	166
Mid-night Communion	17	Not held
Christmas Day	34	54

Number of occurrences for other services:

Service	2024	2025
Baptisms	0	0
Weddings	2	2

St Michael's church has the following format to weekly Sunday services. Families are encouraged to attend the 1st and 3rd Sundays of each month, firstly for a 'Café Church' service, which has an informal feel with refreshments, children's crafts, and a quiz for all, and a 3rd Sunday service with children's crafts.

Week	Services
1 st Sunday	Holy Communion [said] Café Church
2 nd Sunday	Parish Eucharist [sung]
3 rd Sunday	Service of the Word [with children's activities]
4 th Sunday	Parish Eucharist [sung]
5 th Sunday	Service of the Word [with children's activities]

Diocesan and Deanery Synod

We have two representatives for Diocesan Synod: the Revd Mark Ward (House of Clergy) and one member of the PCC (House of Laity), and one Deanery Synod representative.

The Deanery Synod is a representative body for C of E churches in the local area (Deanery), to which each Parish is entitled to send (usually) two or more lay representatives. They provide the PCC with an important link to the governance of the Church. They are the electorate for the House of Laity of both Diocesan and General Synod. The PCC may also on occasion decide to send information, an opinion or a motion up to the Deanery Synod.

Church Fabric

The church continues to be a welcoming place for people to come and worship. Thanks to everyone who contributes in any way to the worship and life at St Michaels.

The church is kept tidy by members of the congregation and kept clean thanks to your newly appointed cleaner Mrs C Ward.

The churchyard is kept in good order, our long serving gardener Mr Alan Thomas sadly had to retire due to ill health, our sincere thanks go to him for his many years of service. In his place we have employed on a trial basis Noah Davies, who works with us on the wild garden and Eco Church policies, maintaining areas for wildlife and wild flowers. We also work to uphold the Church of England policy of 'No artificial flowers or plants or ornaments'.

In reference to the church building, there are areas of the church that are in need of attention. For example, around some of the stained glass windows where the plaster is 'blowing' due to damp ingress. No doubt his and other things needing attention will show up on the Quinquennial Report in January 2026.

Mission and Evangelism

St Michael's organise various activities to provide mission, worship and support. A great shared effort by our clergy and members provided the following:

- Information on the mission community website with weekly services from the Cathedral and around the diocese; "Reflections"; prayers; sermons and news updates.
- Church information links from the village website whmessenger.info to the mission community website.

- MABS (Monday Afternoon Bible Study), led by Ann Turner and supporting team leaders, held two bible study courses during 2025. The first, named Life Explored, was held in June and July, a good course held in the main church whilst the Narthex refurbishments took place. The second, named Discipleship Explored, was in October and November, was an excellent updated version of the course led many years ago. Based on the Apostle Paul's letter to the Philippians participants re-discovered things about themselves, about God, and how they, who are disciples, should treat God and the people around them, plus a lot more. It was a much-appreciated course.
- Pastoral care visits members of the congregation that require visits at home. The organisation of this rota is being covered by Pam Baker in the absence of a new volunteer.
- 'The Messenger' church magazine is in digital format in addition to printed copies delivered to every household in the village.
- Messy Church continues with a positive number of regular members, with some new families attending in 2025. The evenings include crafts, fellowship, songs and food. 2026 will commence with the official launch of Messy Momentum, aimed at children 10years+.
- A weekly 'Tea, Toast and Toys' gathering is held each Friday in the Village Hall, with regular attendees during term time.
- A monthly 'Welcome Café' advertised locally for everyone to attend, provides refreshments, light food and an opportunity to meet and chat together in the church hall.
- Simply Worship, a bi-monthly evening service of reflection and worship songs remains consistent and a welcome evening to attendees.
- A family barn dance continued this year, which was well attended with local families, of which the money raised will be used for youth mission.

Volunteers

The members of the PCC would like to thank all the volunteers who work so tirelessly to make our Church a welcoming and vibrant community. A whole host of tasks are undertaken, of which some are more obvious than others, but none going unappreciated.

Financial Review

Total receipts in 2025 were £119,374 with outgoings in the year of £119,875. 2024 were £113,148 with outgoings in the year of £89,012.

Three payments due to be spent in 2025 were delayed to 2026 (paid in January 2026):

Two diocesan share payments at a value of £8,620.

One mission partner payment at a value of £1,000.

We began 2025 with General Funds of £53,349 (this figure includes designated funds, including the now transferred value of £28,420 from designated to reserved NACRE funds). At the end of 2025 the balance on the General Fund was £44,237. If the late payments for the year made in January 2026 are included, the adjusted balance of General Funds is £34,617.

Of the total balance of £63,185 at the start of the year, £9,836 was Restricted Funds, raised for the Give to Go Green fundraising project. The additional amount received during the year totalled £22,051 in the accounts, including a £5,000 grant received specifically for the roof repair. In the accounts a total of £41,860 was spent on the refurbishment project and a balance of £18,447 remains at the end of 2025 for the NACRE restricted fund.

We have continued to maintain our record of giving 100% of the Diocesan share that is requested of us.

Hall hire income has reduced, due to no regular bookings being scheduled. The Messenger advertising continues to be popular with local businesses and fully covers the costs of the magazine.

Out of our General Funds of £44,237 we have identified £9,000 as being a part of our Reserves policy.

Partners in Mission

Our policy of supporting other charitable agencies through tithing from the regular giving was continued through the year. The Policy was reviewed and in November 2025 it was agreed to donate to four charities and review again in 2027.

Our Partners in Mission are:

Children's Hospice South West
Mercy Ships

South West Youth Ministries (SWYM)
UCCF (Christian Union)

Safeguarding

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

All PCC members are enhanced DBS checked and are up to date with their safeguarding training requirements, including Domestic Abuse training. Renewal DBS checks and training are completed as required every three years. Individuals undertaking Pastoral Care currently have the correct levels of DBS checks, and others will undertake these as required. Volunteers now have more guidelines which are being discussed and confirmed with individuals. All volunteers now sign Volunteer Agreements and are issued with all relevant safeguarding policies relating to their role.

The Safeguarding Officer utilises the Safeguarding Parish Dashboard computer system which helps to highlight areas which need to be reviewed by the PCC. Volunteers' roles and training details are stored on the Dashboard which then sends notifications to the Safeguarding Officer when training renewals are due. The Safeguarding Hub Agreement has been ratified by the PCC, to enable the continued use of the Dashboard.

In line with the Church of England's National Safeguarding Quality Assurance Framework (October 2023), the PCC have worked through the worksheets which are designed to promote a healthy and safe culture for everyone within the church.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. The Council comprises the Chairman, the Churchwardens, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting by those on the Electoral Roll. Members of the congregation are encouraged to join the Electoral Roll, and 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 2025, all in person either at St Michael's, or one's household.

Administrative Information

The Church is situated at Bendarroch Road, West Hill, EX11 1UW and is part of the Deanery of Ottery, in the Diocese of Exeter. The correspondence address is Corner Croft, Lower Broad Oak Road, West Hill, EX11 1UF.

The PCC is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2020) and is registered with the Charity Commission (THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WEST HILL, OTTERY ST MARY, IN THE DIOCESE OF EXETER - with the Registered Charity Number 1217054.)

PCC members who have served from 1st January 2025 until the date this report was approved were:

Team Rector	The Revd. Lydia Cook	
Vicar	The Revd. Mark Ward	<i>Chair</i>
Associate Priest	The Revd. Malcolm Dick	<i>Vice Chair</i>
Priest with PtO	The Revd. Ann Turner	
Wardens:	Pam Johns <i>Vacancy</i>	
Deanery Synod Reps:	Sue Lock [2024-2026] <i>Vacancy</i>	
Elected Members:		
	Coral King [2023-2026]	
	Pam Baker [Resigned May 2025]	
	John Davies [2023-2026]	<i>Electoral Roll Officer</i>
	Rosemary Hudson [2024-2027]	
	Joanna Bromley [2024-2027]	<i>Treasurer</i>
	Sue Ritchie [2024-2027]	<i>Safeguarding Officer</i>
	Matt Gardner [2025-2028]	
	Ann Pangbourne [2025-2028]	<i>Minutes Secretary</i>
	Cag Ward [2025-2028]	<i>Health and Safety</i>
	Maggie Gordon [2025-2028]	
Officers not on the PCC	John Pilsworth	<i>Gift Aid Secretary</i>

Approved by the PCC on 18th March 2026 and signed on its behalf by:

.....
Rev'd Mark Ward [Chairman]

Independent Examiner’s Report to the members of the Parochial Church Council (“The Trustees”) of St Michael the Archangel, West Hill

I report to the trustees on my examination of the accounts of the Parochial Church Council of St Michael the Archangel West Hill (“the Charity”) for the year ended 31 December 2025.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (“the Charities Act”). I understand that the trustees consider that an audit is not required for this year under section 144 of 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.

Independent examiner’s statement

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 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:

.....
Tony MacGregor FCA
16 Primley Road,
Sidmouth
EX10 9LD

Date:

PAROCHIAL CHURCH COUNCIL OF ST MICHAEL THE ARCHANGEL, WEST HILL

Financial Statements for the Year Ended 31 December 2025

Receipts and Payments Account

	Notes	Unrestricted General Funds £	Restricted Fund £	Total 2025 £	Total 2024 £
Receipts					
Regular giving		42,235	1,410	43,605	38,379
Income tax recovered		10,960		10,960	10,889
Other voluntary receipts	1	19,014	8,641	27,655	9,881
Messenger advertising income		7,450		7,450	7,600
Activities for generating funds	2	1,973	12,000	13,973	38,850
Investment income		890		890	1,041
Income from events & activities	3	2,909		2,909	2,421
Other church income	4	11,892		11,892	4,087
		<hr/> 97,323	22,051	119,374	113,148
Payments					
Messenger production		5,938		5,938	5,730
Fundraising costs		300		300	-
Church activities:					
Refurbishment costs	5	-	41,860	41,860	166
Cost of Ministry	6	44,878		44,878	52,581
Church running costs	7	23,369		23,369	26,055
Mission giving	8	3,530		3,530	4,480
		<hr/> 78,015	41,860	119,875	89,012
Excess of receipts over payments		19,308	(19,809)	(501)	24,136
Total funds at 1 January		53,349	9,836	63,185	39,049
Transfer		(28,420)	28,420	-	-
Total funds at 31 December	9	<hr/> 44,237	18,447	62,684	63,185

Statement of Assets and Liabilities at 31 December 2025

	Unrestricted General Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Assets – cash funds				
Barclays planned giving account	1,230		1,230	195
Barclays general purpose account	19,679	18,447	38,126	40,743
Santander current account	3,328		3,328	2,247
CBF Deposit Account	20,000		20,000	20,000
Total	44,237	18,447	62,684	63,185

Notes to the accounts

Note	Unrestricted General Funds £	Restricted Fund £	Total 2025 £	Total 2024 £
1. Other voluntary receipts				
Collections at services	2,873		2,873	2,297
Non-recurring donations	16,141		16,141	7,584
Grants	-	8,641	8,641	-
Total	19,014	8,641	27,655	9,981
2. Activities for generating funds				
Barn Dance	487		487	-
Summer Fete	306		306	403
DHCT Sponsorship	800		800	518
Tar Barrels Parking	380		380	-
NACRE Fundraising	0	2,000	2,000	27,447
Give to Go Green		10,000	10,000	10,002
Total	1,973	12,000	13,973	38,850
3. Income from events & activities				
Welcome Cafe	1,549		1,549	1,331
Church group activities	1,360		1,360	1,090
Total	2,909		2,909	2,421
4. Church income				
Parish fees	4,215		4,215	3,398
Hall lettings	255		255	689
Pennon Water Services	6,888		6,888	-
Other	534		534	-
Total	11,892		11,892	4,087

Note	Unrestricted		Total 2025	Total 2024
	General Funds	Restricted Fund		
	£	£		
5. NACRE Refurbishment Spends				
Refurbishment	-	22,024	22,024	-
Give to Go Green	-	19,836	19,836	166
Total	-	41,860	41,860	166
6. Cost of Ministry				
Diocesan Share	43,100		43,100	50,991
Otter Deanery	-		-	34
Otter Vale Mission Community	1,778		1,778	1,556
Total	44,878		44,878	52,581
7. Church running costs				
Insurance	1,933		1,933	1,966
Utilities	7,502		7,502	7,022
Repairs and maintenance	7,788		7,788	9,473
Churchyard	3,876		3,876	5,388
Cost of services	1,580		1,580	1,833
Administrative costs	604		604	208
Church group activities	86		86	165
Total	23,369		23,369	26,055
8. Mission Giving				
Mission partners	3,000		3,000	3,900
Gifts to other charities	530		530	580
Total	3,530		3,530	4,480

9. Fund Analysis

	Balance B/Fwd	Receipts	Payments	Transfers	Balance C/Fwd
	£	£	£	£	£
Unrestricted Funds:					
General Fund	23,688	96,003	(77,770)	500	42,421
Designated Funds:					
Messy Church	-	437	(159)	-	278
Bible Study Fund	582	-	-	-	582
Men's Supper Club	659	883	(86)	(500)	956
NACRE refurbishment	28,420	-	-	(28,420)	-
Total Unrestricted Funds	53,349	97,323	(78,015)	(28,420)	44,237
Restricted Funds:					
Give 2 Go Green Project	9,836	10,000	(19,836)	-	-
NACRE refurbishment	-	12,051	(22,024)	28,420	18,447
Total restricted Funds	9,836	22,051	(41,860)	28,420	18,447
Total overall Funds	63,185	119,374	(119,875)	-	62,684

- 10.** The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- 11.** The PCC have three designated funds, named Bible Study, Messy Church (Youth Mission) and Men's Supper Club. All three are maintained by the PCC. The PCC also maintains one restricted fund named NACRE refurbishment.
- 12.** There are no Endowment Funds. The church participated in the Church of England initiative Give 2 Go Green during 2024, of which the match-funding was received in January 2025. All money donated has been spent from a Restricted Fund from which only permitted expenditure is allowed to be made.
- 13.** No Church Council member received any remuneration in the course of the year.
- 14.** Fundraising events that generate cash takings are accounted for net of costs. Fundraising events that receive donations by digital means are accounted for gross of charges deducted.
- 15.** Repairs and maintenance include building responsive repairs, planned maintenance and cleaning. Cost of services includes clergy expenses, music and licensing costs, church supplies and costs associated with running services including Messy Church.
- 16.** The profit raised from the Barn Dance event in September 2025 has been placed into a new Messy Church designated fund.
- 17.** Pennon Water Services income is part of a refund due to a water leak, and also money transferred out of their online account to St Michaels General Funds.
- 18.** Two payments totalling £8,620 relating to the church's contribution to the Common Fund for 2025 were made to the Exeter Diocese Board of Finance in January 2026.

These financial statements were approved at a PCC meeting held on 18th March 2026 and are signed on their behalf by:

.....
Rev'd Mark Ward
PCC Chairman

.....
Joanna Bromley
Treasurer

OVMC Team Rector's Report

In 2025 we received the news that (our) Bishop Sarah was to become Archbishop of Canterbury. What a thing to happen in our lifetimes. The national church has continued to struggle with its sense of unity, vision and strategy, but Bishop Mike arrived in Exeter with a very clear sense of where he wants us to be and the speed in which that has to happen. He has set out 5 guiding principles:

Missional Leadership: Equipping and resourcing ordained and lay leaders to develop disciples and make new disciples.

Developing a "missional DNA": Encouraging outward looking, invitational churches and engaging with wider communities.

Cultivating an intentional vocational culture: Ensuring that clergy and lay leaders are not merely asking if God is calling them, but are focused on what God is calling them now.

Children and Young People at the heart: Prioritising the involvement and engagement of children and young people in the life, mission, and ministry of the church.

A mixed ecology: Recognising the need for various ways of doing and being Church, alongside traditional methods, to engage with the diverse population of Devon.

The strength of being a Mission Community is that we can see evidence of all this work across our area even if not in every church.

Missional Leadership There are regular Bible study groups, home groups, discipleship courses and opportunities to discover more about the faith happening right across the MC. I have been part of the team developing and now delivering the Exeter Leadership Development programme – a course funded by the Diocese for all clergy, to inspire, encourage and equip them in their ongoing ministry.

Developing a "missional DNA": Many of our churches are the last building standing in terms of community space and de facto become the gathering place for the local community. Even where there is choice churches still open their doors for soup lunches, welcome cafes, and dinners. Our churches are a blessing on their communities in so many ways.

Cultivating an intentional vocational culture: We are very blessed that in our MC 2 people have put themselves into the Exeter Ordination Pathway and we pray for them in their journey of discipleship and service. We give thanks for Barbara Hemsley as she nears the end of her LLM training, and for those who have stepped up into new roles as Churchwardens and Parish Safeguarding reps, as well as other roles.

Children and Young People at the heart: There are an amazing array of ways parishes engage with children, from the simplest offering of toys in church, to eco work, messy church, Kingdom Kids choir, toddler groups, and more. We have good links with our church schools, both inviting the children into church and by going into schools for Collective Worship, RE support and governance.

A mixed ecology: We offer a wide range of services across the MC, both in person and online from BCP to café – many of which are growing in number. Evening Prayer moved onto Zoom when Ottery had to shut for its re-ordering which enabled greater MC engagement.

Much to celebrate and we give thanks to God for his goodness and provision to us in our beautiful part of his creation.

Lydia