## EDINBURGH INVERLEITH ST SERF'S CHURCH OF SCOTLAND 280 FERRY ROAD, EDINBURGH EH5 3NP



Correspondents Address:-



19 September 2017

Dear Sir

Charity: SC015442

I attach the accounts for the year to 31st December 2016.

Many thanks,

Yours sincerely,



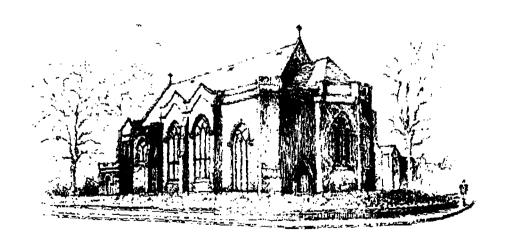
Congregational Treasurer

# Edinburgh Inverleith St Serf's Church of Scotland

# ACCOUNTS For Year to 31 December 2016

**Congregation No: 010045** 

Charity No: SC015442



# Edinburgh Inverleith St Serf's Church of Scotland Accounts for year to 31 December 2016

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## Trustees' Annual Report Year ended 31 December 2016

The trustees present the annual report and accounts for the Edinburgh Inverleith St Serf's Church of Scotland, for the year ended 31 December 2016

Charity Name:	Edinburgh Inverleith St Serf's Church of Scotland
Charity Registration Number:	SC015442
Congregation Reference No:	010045
Contact Address:	
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## Trustees' Annual Report Year ended 31 December 2016

## Structure, Governance and Management

## **Governing Document**

The Church is administered in accordance with the terms of the Church of Scotland Unitary Constitution.

#### **Recruitment and Appointment of Trustees**

Members of the Kirk Session are the charity trustees. The Kirk Session members are the elders of the church and are chosen from those members of the church who are considered to have the appropriate gifts and skills. The Minister, who is a member of the Kirk Session, is elected by the Congregation and inducted by Presbytery.

#### **Organisational Structure**

The business structure is managed by the Kirk Session through the Kirk Session Business Management Committee, made up of the Joint Session clerks and chairs of the following committees: Communications, Finance & Stewardship, Mission & Outreach, Pastoral Care Circle, Property, Social & Fund Raising and Christian Nurture. The Kirk Session, which meets a minimum of four times a year, is in addition responsible for the spiritual affairs within the Church.

#### **Objectives and Activities**

The Church of Scotland is Trinitarian in doctrine, Reformed in tradition and Presbyterian in polity. It exists to glorify God and to work for the advancement of Christ's Kingdom throughout the world. As a national Church, it acknowledges a distinctive call and duty to bring the ordinances of religion to the people in every parish of Scotland through a territorial ministry. It co-operates with other Churches in various ecumenical bodies in Scotland and beyond. Its aim is to model love and community by the way in which it works together as a congregation and by its interaction with local community and the world at large.

Services are held each Sunday, with communion services being held at least quarterly. There is an active Junior Church, Book Group and Guild. Members participate with neighbouring congregations in a series of Lent Studies, on topics of relevance to daily life.

#### **Achievements and Performance**

2016 has been marked by the completion of our halls development project. We were delighted to have the Moderator of the Church of Scotland lay the foundation stone in February and the new building was finally handed over to us in December. We are grateful to all of the organisations that continued to use our premises throughout the development and thank them for their forbearance. The new halls and the sanctuary were included in Edinburgh's Doors Open Day in September.

One of our Joint Session Clerks retired during the year and we record the congregation's appreciation of his service through the first five years as a new congregation.

We have strengthened our twinning links with the church in Odry in the Czech Republic in the year and we have continued our support for the Al Sharooq blind school in Bethlemen. At home, we designated Crossreach Post Natal Depression Unit as our charity of the year and we continue to support Fresh Start and Traidcraft.

Risks pertaining to membership are constantly watched and membership totals are flat. Income raised through Free Will Offering is stable after our Stewardship campaign in 2014. While the proceeds of the sale in 2014 of the Inverleith Church, Halls and Manse have been utilised to fund the halls redevelopment, we still own the old church officer's flat which is currently rented out as is our Manse.

#### **Financial Review**

The Statement of Financial Activities records a fall in funds of £56,945 during 2016. This figure includes £61,871 of capital expenditure relating to the redevelopment. Consequently there was a net surplus of £1,710 on other funds due to increases in hall and property rents, and £3,216 increase on the revaluation of investments. The building costs incurred by the redevelopment project are covered by monies from the Consolidated Fabric Funds held by the Church of Scotland General Trustees which fell by £867,096 in the year. This included a grant of £25,000 given to Edinburgh Presbytery for their Fabric Fund.

All reserves are funded from the General Fund which at year end is £4,327. Any General Fund balances in excess of £5,000 are transferred to the Special Reserve Funds which in turn support other activities when required. At the year end the Church held unrestricted funds of £883,813 of which £6,219 has been designated for the fabric fund for repairs and routine improvements.

The Church also held £2,798 of restricted funds which have been provided for the purposes specified in Note 15.

## Statement of Trustees' Responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which show

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

Approved by the Trustees and signed on their behalf,



Date: 14th March 2017

Date: 14th March 2017

## Inverleith St Serf's Church of Scotland, Edinburgh SC015442

## Report of the Independent Examiner

I report on the accounts of the charity for the year ended 31 December 2017 which are set out on pages 5 to 17.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulations 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

#### Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seek explanations from the trustees concerning any such matter. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## Independent examiner's statement

In the course of my examination, no matter has come to my attention;

- 1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulation
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 ... of the 2006 Accounts Regulations have not been met, or
- 2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of

Cowan & Partners Limited 60 Constitution Street Leith Edinburgh

EH6 6RR

Date 16.03.2017.

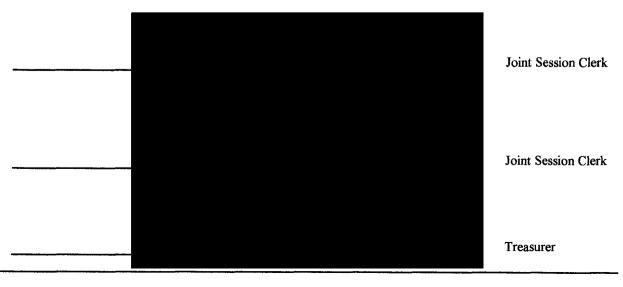
## Statement of Financial Activities Year ended 31 December 2016

	Note	Unrestricted Funds 2016	Restricted Funds 2016	Endowment Funds 2016	Total 2016	Total 2015
Income and endowment from:						
Donations and Legacies	1	86,922	0	0	86,922	86,390
Charitable activities	2	5,433	0	0	5,433	5,064
Other trading activities	3	41,348	0	0	41,348	38,789
Investments	4	2,357	0	0	2,357	3,554
Other	5	0	0	0	0	0
Total income		136,060	0	0	136,060	133,797
Expenditure on:	6					
Raising funds		204	0	0	204	233
Charitable activities		196,017	0	0	196,017	257,325
Other		0	0	0	0	0
Total expenditure		196,221	0	0	196,221	257,558
Net income/(expenditure) before						
gains and losses on investments		-60,161	0	0	-60,161	-123,761
Gain/Loss on revaluation of investment	s	3,216	0	0	3,216	400
Net income/(expenditure)		-56,945	0	0	-56,945	-123,361
Transfer to Church of Scotland General Trustees Fabric Fund		0	0	0	0	0
Net movement in funds	-	-56,945	0	0	-56,945	-123,361
Total funds brought forward		940,758	2,798	0	943,556	1,066,917
Total funds carried forward		883,813	2,798	0	886,611	943,556

Balance Sheet						
<u>At 31 December 2016</u>		Unrestricted Funds 2016	Restricted Funds 2016	Endowment Funds 2016	Total 2016	2015
	<u>Note</u>					
Fixed Assets						
Tangible Fixed assets	9	700,000	0	0	700,000	700,000
Investments	10	47,194	1,241	0	48,435	45,219
Total Fixed Assets		747,194	1,241		748,435	745,219
Current Assets						
Debtors	11	5,461			5,461	4,347
Bank and cash		132,258	1,557		133,815	201,907
Total Current Assets		137,719	1,557	0	139,276	206,254
Creditors						
Falling due within one year	12	-1,100	0		-1,100	-7,917
Net Current Assets		136,619	1,557	0	138,176	198,337
Creditors falling due after more than one year		0	0	0	0	0
Net Assets		883,813	2,798	0	886,611	943,556
The funds of the charity:	15					
Endowment Funds		0	0	0	0	0
Restricted income funds		0	2,798	0	2,798	2,798
Unrestricted income funds		883,813	0	0	883,813	940,758
Total charity funds		883,813	2,798	0	886,611	943,556

The accounts were approved by the Kirk Session on 14th March 2017

For and on behalf of the Kirk Session



## Edinburgh Inverleith St Serf's Church of Scotland

## **Accounting Policies**

The principal accounting policies, which have been applied consistently in the current and preceding year in dealing with items which are considered material to the accounts, are set out below.

The charity adopts the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities (2015).

### **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) issued in 16 July 2014 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities accounts (Scotland) Regulations 2006 (as amended).

#### **Funds**

Funds are classified as either restricted funds, endowment funds or unrestricted funds, defined as follows.

Restricted funds are funds subject to specific requirements as to their use which may be declared by the donor or with their authority or created through legal processes, but still within the wider objects of the charity.

Endowment funds are funds which have been given on the condition that the original capital sum is not reduced, but the income is used for the purpose defined in accordance with the objects of the charity.

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity. If parts of the unrestricted funds are earmarked at the discretion of the trustees for a particular purpose, they are designated as a separate fund. This designation has an administrative purpose only and does not legally restrict the trustees' discretion to apply the fund.

#### **Incoming resources**

All donations and gifts are included within incoming resources under either unrestricted or restricted funds according to the terms under which the donation is made and when the amount can be quantified with reasonable certainty. Donations and gifts in kind are brought into the accounts at their market value to the charity.

## Resources expended

Expenditure is recognised on an accruals basis as the liability is incurred.

## Edinburgh Inverleith St Serf's Church of Scotland

## **Accounting Policies**

### Tangible fixed assets

The charity has the right to occupy and use for its charitable objects certain tangible fixed assets, including the Church, halls and manse, vested in the trustees for the congregation. No consideration is payable for the use of these assets. Expenditure incurred on the repair and maintenance of these assets is charged as resources expended in the statement of financial activities in the period in which the liability arises.

The church manse at East Lillypot and the flat at Royston Terrace are held at market value in the balance sheet.

#### **Investments**

Fixed asset investments are stated at market value at the balance sheet date. Unrealised gains and losses represent the difference between the market value at the beginning and end of the financial year or, if purchased in the year, the difference between cost and market value at the end of the year. Realised gains and losses represent the difference between the proceeds on disposal and the market value at the start of the year or cost if purchased in the year.

#### **Taxation**

Edinburgh Inverleith St Serf's Church of Scotland is recognised as a charity for the purposes of applicable taxation legislation and is therefore not subject to taxation on its charitable activities. The charity is not registered for VAT and resources expended therefore include irrecoverable input VAT

## for the year ended 31 December 2016

		Unrestricted Funds 2016	Restricted Funds 2016	Endowment Funds 2016	Total 2016	2015
1	Donations and Legacies					
	Offerings	63,254			63,254	63,605
	Tax recovered on Gift Aid	13,633			13,633	12,681
	Legacies	0			0	0
	Value of donated gifts	0			0	0
	Other	10,035			10,035	10,104
		86,922	0	0	86,922	86,390
	Income from donations and legacies and £0 was restricted (2015 £0)	was £1,494 (201	5 £1,775) of w	hich £1,494 was	unrestricted (2	2015 £1,775)
2	Income from charitable activities					
	Weddings and Funerals	400			400	450
	Coffee mornings etc	5,033			5,033	4,614
	Concerts	0			0	0
		5,433	0	0	5,433	5,064
3	Income from charitable activities was and £0 was restricted (2014 £0)  Income from other trading activities. Rent received		0	0	41,348	38,789
	•	11,5 10			41,546	38,789
4	Investment income Dividends received	222				
	Deposit interest	233			233	202
	Deposit interest	2,124			2,124	3,352
	=	2,357	0	0	2,357	3,554
	Income from charitable activities was and £0 was restricted (2014 £0)	£2,357 (2015 £3	,554) of which	£2,357 was unre	estricted (2015	£3,554)
5	Other income					
	Receipts from General Trustees	0			0	0
	- =	0	0	0	0	0
	Grand Total	136,060	0	0	136,060	133,797

## for the year ended 31 December 2016

	Unrestricted Funds 2016	Restricted Funds 2016	Endowment Funds 2016	Total 2016	2015
6 Analysis of Expenditure					
Raising Funds					
Investment Manager's Fees	0			0	0
Offering Envelopes	204			204	233
	204	0	0	204	233
Charitable Activities			***************************************		
Ministries and Mission Allocation	80,198			80,198	85,852
Presbytery Dues	1,652			1,652	2,459
Voluntary Additional Stipend	0			0	0
Minister's Expenses	957			957	932
Ministerial Assistance	0			0	0
Pulpit Supply	285			285	282
Other salary costs	6,677			6,677	6,759
Fabric Repairs & Maintenance	69,028			69,028	124,444
Council Tax	1,758			1,758	1,758
Other Buildings Costs	20,605			20,605	19,951
Church Office Expenses	4,111			4,111	3,136
Organ & Music	888			888	1,341
Other expenses	9,858			9,858	10,411
	196,017	0	0	196,017	257,325
Total	196,221	0	0	196,221	257,558

Support costs have not been separately identified as the trustees consider there is only one charitable activity. Therefore support costs relate wholly to that activity and have not been separately identified.

Expenditure on charitable activities was £196,221 (2015 £257,558) of which £196,221 was unrestricted (2015 £257,558) and £0 was restricted (2015 £0)

## for the year ended 31 December 2015

7 Stoff costs and much and	2016 £	2015 £
7 Staff costs and numbers		
Salaries and wages	6,677	6,759
Social security costs	0	0
Total	6,677	6,759

The average number of employees during the year, calculated on the basis of a head count, was as follows:

	2016	2015
	£	£
Ministerial support	0	1
Music staff	2	2
	2	3

All Church of Scotland congregations contribute to the National Stipend Fund which bears the costs of all ministers' stipends and employer's contributions for national insurance, pension and housing and loan fund. Ministers' stipends are paid in accordance with the national stipend scale, which is related to years of service.

For the year under review the minimum stipend was £26,119 and the maximum stipend in the 5th and subsequent years was £32,098.

## 8 Trustee Remuneration and Related Party Transactions

## Payment in respect of work done or services provided by the trustee

Related party transaction in respect to architects	fees for t	he redevelopment of Church Halls to -
Trustee - (Associate with McLaren		
Murdoch & Hamilton, Chartered Architects)	£	7,688
Director of Music salary to -		
Trustee -	£	2,558

## Reimbursement of expenses, including disturbance allowance, incurred by the trustee

Council Tax of £1,758 paid on behalf of the Minister together with her expenses of £957

## for the year ended 31 December 2016

#### 9 Tangible Fixed Assets

	Office		
	Buildings	Equipment	Total
Market Value			
At 1 January 2016	700,000	0	700,000
Additions	0	0	0
Disposals	0	0	0
Unrealised gain / (loss) on fixed assets	0	0	0
At 31 December 2016	700,000	0	700,000
Accumulated Depreciation			
At 1 January 2015	0	0	0
Charge for year	0	0	0
Eliminated on Disposals	0	0	0
At 31 December 2016	0	0	0
Net Book Value			
At 31 December 2015	700,000	0	700,000
At 31 December 2016	700,000	0	700,000

Note: The properties at 24 East Lilypot and 7 Royston Terrace were revalued in June 2012,

by David Adamson & Partners Ltd, Chartered Surveyors. The trustees believe this is an appropriate valuation.

#### 10 Investments

	2016	2015
	£	£
Market value at 31 December 2014	45,219	44,819
Investments purchased in the year	0	0
Unrealised gain on investments	3,216	400
Market value at 31 December 2015	48,435	45,219
Investments at cost	26,466	26,466

The following investments are held:

7,458 of Church of Scotland Trust Units - Growth Fund 386 of Church of Scotland Trust Units - Income Fund £4,000 in F&C Responsible UK Income 1 Fund Inc £1,000 in Cafedirect plc £2,000 in National Savings Income Bonds

Notes	forming	nart	of the	financial	statements
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roces for ming part of the financial statements		
for the year ended 31 December 2016	2016	2015
	£	£
11 Debtors		
Gift Aid Tax Refund Due	4,043	4,131
Other - Hall Rental Due	373	216
Christmas Fair Sales	45	_
Traidcraft Donation	1,000	-
	5,461	4,347
12 Creditors	2016	2015
	£	£
Due to Pilrig Church	196	-
Due to Traidcraft	77	_
Due to Post Natal Depression Project	42	-
Due to TRIM	110	110
Due to Chogoria	6	6
Due to Al Sharooq	669	3,607
Unpaid invoice from McLaren Murdoch & Hamilton	-	4,194
	1,100	7,917

#### 13 Analysis of Net Assets Among Funds

	General Designate		Restricted	Endowment	Total	
	£	£	£	£	£	
Fixed Assets	0	700,000	0	0	700,000	
Investments	47,194	0	1,241	0	48,435	
Current Assets	-41,767	179,486	1,557	0	139,276	
Current Liabilities	-1,100	0	0	0	-1,100	
Net assets at 31 Dec 2016	4,327	879,486	2,798	0	886,611	

#### 14 Volunteers

In common with all congregations of the Church of Scotland the congregation benefits from the contribution made by volunteers who give their time and talents willingly for the benefit of the Church. The areas of congregational life which rely on the contribution of volunteers are many and varied and much of the activity would be unable to continue were it not for the commitment shown.

## for the year ended 31 December 2016

#### 15 Movements in Funds

	At 1 January 2016 £	Incoming Resources £	Outgoing Resources £	Gain/(Loss) or Revaluations		At 31 Dec 2016 £
Endowment funds	0	0	0	0	0	0
Restricted funds	2,798	0	0	0	0	2,798
Unrestricted funds						
Designated						
E Mentiplay Bequest Fund	33,427	0	0			33,427
Fabric Fund	7,499		-1,280			6,219
Flower Guild Fund	394	644	-821			217
Guild Fund	1,827	585	-654		-400	1,358
Investment Revaluation Fund	18,180			3,216		21,396
Lunch Club Fund	1,246		-283			963
Odry Fund	0	1,959	-1,200			759
Pastoral Fund	1,216	460	-408			1,268
Property Fund -East Lilypot Manse	500,000					500,000
Property Fund -Royston Flat	200,000					200,000
Special Reserve Fund	174,658		-61,872			112,786
Toddlers Group Fund	160	712	-199			673
Traidcraft Fund	970	4,302	-3,352		-1,500	420
Designated	939,577	8,662	-70,069	3,216	-1,900	879,486
<u>Undesignated</u>						
General Fund	1,181	127,398	-126,152		1,900	4,327
Undesignated	1,181	127,398	-126,152	0	1,900	4,327
Unrestricted funds	940,758	136,060	-196,221	3,216	0	883,813
Total funds	943,556	136,060	-196,221	3,216	0	886,611

#### Movements in Funds held by Church of Scotland General Trustees.

	Outgoing
	Resources
	£
For the purpose of the redevelopment of the halls	-860,266
Provided to Presbytery Fabric Fund	-25,000
	-885,266
	See appendix

## for the year ended 31 December 2016

#### Purposes of Endowment Funds

None

#### Purposes of Restricted Funds

£200 The Brown Bequest	Capital to Bank Account: Income to Choir
£200 The Henderson Bequest	Capital to Bank Account: Income to Flowers
£19 The Kay Bequest	Capital to Church of Scotland Units: Income to Memorial Wreath
£60 The Liesham Bequest	Capital to Church of Scotland Units: Income to Junior Church
£425 The Mathieson Bequest	Capital to Church of Scotland Units: Income to Junior Church & Flowers
£64 The Mitchell Bequest	Capital to Income Bond: Income to Junior Church
£500 The Neil Bequest	Capital to Church of Scotland Units: Income to Junior Church
£173 The Staker Bequest	Capital to Church of Scotland Units: Income to Junior Church
£507 The Stewart Bequest	Capital to Bank Account: Income to aid Ministries and Mission
£650 The Sutherland Bequest	Capital to Bank Account: Income to aid Ministries and Mission

#### Purposes of Designated Funds

E Mentiplay Bequest Fund	for general use, administered by the Kirk Sesson
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Fabric Fund for the repair and improvement of of the church property

Flower Guild Fund for the work of the Flower Guild

Guild Fund for the Guild work

Investment Revaluation Fund for the accumulated market valuation on investments

Lunch Club Fund for the work of the weekly lunch club
Pastoral Fund for the work of the Pastoral Care Circle

Property Funds for the accumulated market valuation on properties.

Odry Fund for visit of members of our twin church in Odry, Czech Republic

Special Reserve Fund for excess funds generated from the general fund or directly.

Toddlers Group Fund for the work of the weekly Toddlers Group

Traidcraft Fund for monthly stall of tradecraft goods

## for the year ended 31 December 2016

16 Collections for Third Parties	2016	2015
	£	£
Al Sharooq	990	3,607
Chogoria	- -	5,007
Christian Aid	745	2,020
Fresh Start	-	309
MacMillan Nurses	483	493
Nepal Earthquake	-	202
Odry	1,959	500
Poppy Scotland	142	255
Post Natal Depression Project, CrossReach	1,645	-
Project Tanzania	191	-
TRIM	-	110
	6,155	7,502

These reflect funds raised for other charities either through fund raising activities, retiral collections or direct contribition from the General Fund.

## APPENDIX

## Funds held on behalf of the Congregation by The Church of Scotland General Trustees

	At 1 January 2016	Incoming Resources	Outgoing	Gain/(Loss) on	At 31 Dec
	2010	Resources	Resources	Revaluations Tran	sfers 2016
Consolidated Fabric Fund-Revenue	39,418	5,353	-43,740		1,031
Consolidated Fabric Fund-Capital	896,387	12,817	-841,526		67,678
	935,805	18,170	-885,266	0	0 68,709