

# **The Church of Scotland**

## **New St Andrew's Parish Church, Coatbridge**



### **Trustees' Annual Report**

### **And Accounts**

**Year ended 31 December 2016**

**Congregation No: 171097**

**Scottish Charity No: SC 013521**

**Registered Charity Name: Coatbridge New St Andrew's Parish Church of Scotland**

**[www.nsacb.net](http://www.nsacb.net)**

**The Stated Annual Meeting of the Congregation  
will follow the 11am Service on Sunday 26 March 2017**

# **New St Andrew's Parish Church of Scotland**

## **Trustees' Report**

### **Year ended 31 December 2016**

The trustees present their annual report and financial statements of the charity for the year ended 31 December 2016. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the General Assembly Regulations for Congregational Finance, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

## **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.

## **Worship**

The church is well attended with a good spread of age groups although a fair number could be classed as older. Regular worship takes place on Sunday mornings at 11am with a fairly traditional format. There is a Sunday School which attends for part of the service and then goes out to do its own activities. This means that the first part of the service is more geared to youngsters but is well received by young and old alike. The service generally lasts about an hour with the main diet of worship and praise coming from the CH4 hymnbook, although other hymns from different source are used from time to time. We have purchased a Christian Copyright Licence which allows us to use praise from alternative hymnbooks, and this is generally well received. We follow the Christian Year and have special Sundays for different festivals and themes.

In addition to the weekly Sunday morning service we have evening or afternoon services on some Sundays in the year. These services are alternative types of worship with Messy Church for young families, and Café Church which provides for a more reflective type of service for all age groups. These are organised and led by a group of church members along with the minister. During July 2016 we had 'Breakfast Church' which was an informal service held in the church hall on Sunday mornings at 9.30am, and was in addition to the main Sunday Service in the Church. As a result of the support for these services it is planned to repeat this venture in July/August 2017. Formal communion services are held on the first Sunday of March, June and September and on the last Sunday in November, with informal communions being held following the 11am service on one Sunday of some other months.

Services sometimes held at Easter in conjunction with other Church of Scotland congregations, and yearly ecumenical services with churches of other denominations. Usually this is in the form of a joint carol service, and a service called the Big Sing both in aid of Christian Aid.

## **Organisations**

The Sunday School and Bible Class meet during the 11am service on every Sunday of the year except during the school summer holidays when a Children's Club meets. In addition we have Boys' Brigade, Girls' Brigade and Guide companies who play a full part in our congregation. The Kirk Session takes its responsibilities for the safety of children seriously. All adults working with children must be approved through their uniformed organisation or the church with an elder operating as the Safeguarding Co-ordinator. The uniformed youth organisations parade to the church on several occasions in the year with the children and adult leaders playing a significant part in the worship on these days.

# **New St Andrew's Parish Church of Scotland**

## **Trustees' Report**

### **Year ended 31 December 2016 (cont)**

Our adult organisations are the Choir, the Guild, the Men's Club, the Thursday Club and the Bible Study Group.

All of the youth and adult organisations maintain links with the Kirk Session through liaison elders.

#### **Support for the Community and for other Charities**

Our halls are used heavily during the week and often provide the venue for coffee mornings and other social events at the weekend. These events are generally for church related organisations but in addition facilities are provided for various other organisations including the Royal National Lifeboat Institution and Macmillan Nurses. We have also been pleased to provide facilities during 2016 for Alcoholics Anonymous (two sessions each week) and Home Comforts (the local committee of Scottish Churches Housing Action - monthly meetings plus storage facilities for "starter packs" for homeless people who have recently been given accommodation) whilst also supporting an interdenominational food bank.

Through the involvement of members as volunteer workers the Congregation supports the work of Helping Hands which is an organisation providing assistance for those in the community who are homeless or otherwise disadvantaged.

The charity through 2016 raised funds for a number of other charities (per note 16).

#### **Achievements and Performance**

##### **Statistics**

The adult membership of the Church reduced from 707 to 675 during 2016 (738 to 707 during 2015).

Three individuals, all children, were baptised in the congregation in 2016 (four in 2015, all children).

One wedding was held in the church building during 2016 (two in 2015).

Twenty-five funerals of members and parishioners were conducted by the Minister in 2016 (twenty-eight in 2015).

##### **Stewardship**

The focus in 2016 was on financial giving. The trustees have yet to decide the focus for 2017 but it may once again be on financial giving.

##### **Website**

During 2016 the church website was relaunched and developed significantly as another means of sharing the activities of the church with the congregation and wider community.

##### **Summary**

The church is a healthy, happy and well balanced one with lots of potential for the future. It has begun to look at alternative forms of worship and ways of outreach into the community.

**New St Andrew's Parish Church of Scotland  
Trustees' Report  
Year ended 31 December 2016 (cont)**

**Financial Review**

The total funds of the charity fell slightly during 2016 to £185,326 (2015 £186,201). £144,298 of these funds is held as unrestricted designated funds, particularly in the Fabric Fund. The remainder are held in restricted and endowment funds.

Total incoming resources in 2016 were £122,516 compared with £158,888 in 2015. The main differences were a reduction in offerings of £7,083 and zero funds drawn down from General Trustees compared to £19,956 in 2015.

The principal source of normal income of the congregation is regular giving through weekly freewill offerings and standing orders which in 2016 amounted to £85,065 (2015 £92,148).

The second largest source of normal income in 2016 was tax reclaimed under Gift Aid which amounted to £12,500 (2015 £19,706). We continued to make the Gift Aid Scheme available during 2016.

In 2016 we had fundraising activity with income from this source amounting to £3,685 (2015 £5,771). The activity comprised a range of different events throughout the year, as detailed in Note 2 to the Accounts.

The principal expense for the congregation is the Ministries & Mission payment to the Church of Scotland which was £71,106 in 2016 (2015 £67,292). This expense is made by ten monthly standing order payments of equal amount in the months February to November inclusive.

Total expenses in 2016 were £126,376 (2015 £143,973). The only major difference between 2015 and 2016 was lower property costs.

In 2016 the total combined salaries of the organist, beadle, hall keeper and church cleaner were £9,753 (2015 £8,912).

**Investment Policy and Performance**

The charity is a congregation of the Church of Scotland and has the ambition of existing in perpetuity to bring the Grace of our Lord to the people of Coatbridge. The policy of the charity is to keep sufficient assets available on deposit to meet short and medium term commitments and only to invest longer term the remaining funds. Other than bank accounts the charity only invests in the funds of the Church of Scotland Investor Trust. During 2016 the investments delivered an unrealised profit on revaluation of £2,985 compared to an unrealised loss in 2015 of £1,568. In each case this reflects stockmarket performance.

**Risk Management**

The main risks of the charity are

- Old church building – the church building is more than 170 years old and in addition to needing ongoing maintenance it can require major expenditure related to repairs or decoration from time to time. To mitigate the risk we have an ongoing programme of maintenance to restrict deterioration and to identify problems early.
- Insufficient income – although we have reasonable reserves it is important that the charity has sufficient income each year to meet its costs. In order to generate income we aim to grow our

membership and attendance, run regular stewardship campaigns and engage in fund raising whilst also maintaining close controls on our expenditure.

## **New St Andrew's Parish Church of Scotland Trustees' Report Year ended 31 December 2016 (cont)**

- Vulnerable members – as a charity open to all people of all ages we have many vulnerable members. To ensure that we treat them appropriately we have a Safeguarding Coordinator, maintain close oversight of our organisations (whose leaders must be approved) and a zero tolerance policy towards any inappropriate behaviour.

### **Reserves Policy**

It is the Trustees' policy to hold minimum reserves (including those held in designated funds) of not less than three months' normal expenditure which equates to approximately £35,000. In addition the Trustees aim to hold further reserves as follows

- £25,000 for major remedial property work should it be required noting that the need for such could arise at any time due to the age of the Church building
- £10,000 for major remedial work to the organ should it be required noting the organ is a pipe organ of significant age
- £50,000 for major redecoration of the Church which is required approximately once every thirty years and which has not occurred since 1988

In total the Trustees' aim to hold reserves of approximately £120,000 and at 31 December 2016 the charity held unrestricted funds of £144,298 of which £133,090 was designated as Fabric Fund. The vast majority of the surplus or deficit arising in the General Fund in any year is transferred to or drawn from the Fabric Fund which, although designated for fabric purposes, forms the only reserve fund. Full details of designated funds are given in note 15 to the accounts.

In addition the charity held £2,515 in restricted funds and £38,513 in endowment funds at 31 December 2016.

## **Structure, Governance and Management**

### **Governing Document**

The congregation is a registered charity, number SC013521 and is administered in accordance with the terms of the Model Deed of Constitution and is subject to the Acts and Regulations of the General Assembly of the Church of Scotland.

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

Members of the Kirk Session and the Congregational Board are the charity's 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.

Under the terms of the Model Deed of Constitution and the Basis of Union that led to the formation of the charity, the Congregational Board comprises up to 40 elders appointed by the Kirk Session and up to 32 members elected by the congregation with the number of elected members never to exceed the number of elders. Members of the congregation are invited to nominate individuals who are believed to have the skills

and commitment to contribute to the management affairs of the Church, to become members of the Board. Board Members are then appointed at the Stated Annual Meeting or co-opted between Stated Annual

# **New St Andrew's Parish Church of Scotland**

## **Trustees' Report**

### **Year ended 31 December 2016 (cont)**

Meetings and confirmed at the next Stated Annual Meeting. Board Members serve for a period of three years after which they must seek re-election at the next Stated Annual Meeting if they wish to remain on the Congregational Board.

The Kirk Session appoints the Session Clerk. The Clerk to the Congregational Board and the Treasurer are elected by the Congregational Board.

#### **Organisational Structure**

The Kirk Session which has five scheduled meetings per year is responsible for spiritual affairs within the church and in the parish. The Kirk Session appoints appropriate committees from time to time which carry out specific activities, for example, oversight of the uniformed organisations.

Kirk Session elders visit and, along with the Minister, support the members of the congregation particularly in times of need.

The Congregational Board is chaired by the Minister and has five scheduled meetings per year. Certain responsibilities are delegated to the Finance Committee and the Property Committee as appropriate.

#### **Reference and Administrative Information**

##### **Trustees - Kirk Session**

Rev Fiona Nicolson  
Stewart Alston  
David Ardrey  
Jane Armour  
John Armour  
Morag Baxter  
Sandra Burns  
Mary Cairns  
Irene Callum  
Isabel Campbell  
Russell Cartwright  
Sarah Cartwright  
Anne Clemenson  
Ann Collinson  
Alexis Crichton  
Douglas Crichton  
Dorothy Dunlop  
Jim Elliot  
Les English  
Tom Ferguson  
Sam Finnigan  
Sheena Finnigan  
Ann Garry  
Mary Graham  
Jean Grant  
Nessie Hall

Jean Harrold  
Helen Hay  
Willie Hunter  
George Imrie  
Jan Johnston  
Sam Johnston  
Moira Kyle  
John Leggatt  
John Llewellyn  
Ann Loudon  
Joyce McClelland  
Jean Macdonald  
George McCall  
Moira McCall  
Christine McCrone  
Janie McDonald  
Archie McDougall  
Stuart McDougall  
Jim McGuire  
Jim MacInnes  
Lynn McKean  
Hugh McKee  
Jillian McKee  
John Mackenzie  
Nan McMath (died 26/4/16)  
Fiona Marwick

Ian Matheson  
Irene Milligan  
Jim Murray  
Jack Neill  
Anne Owens  
Alex Palmer  
Pat Price  
Gavin Rankin  
Jean Reid  
Jessie Rock  
Elizabeth Russell  
Bill Russell  
John Scougall  
Ian Seymour  
Iain Sinclair  
Matt Sprott  
Karen Stewart  
Marion Stone  
Ian Tennant  
Arthur Thom  
Hugh Thomson  
Sandra Thomson  
Anna Tweedie  
Alan Walker  
John Williamson  
Colin Wotherspoon

Tom Hall (died 15/2/16)

**New St Andrew's Parish Church of Scotland  
Trustees' Report  
Year ended 31 December 2016 (cont)**

**Trustees - Congregational Board**

Ian Brown	Ronnie Grant	Edward Poller (since 3/4/16)
Carol Campbell	Joan Hamilton	Ian Reyburn (since 3/4/16)
Scott Cornfield	Nan James	Margaret Rolls
David Frame	David McKirdy (Deacon)	Janice Seymour
Emma Garvie (until 8/2/16)	Christine Nelson	Sandy Stewart
Georgia Gillespie	May Paton	Morag White

**Principal Office-bearers**

Minister:	Rev Fiona Nicolson
Session Clerk:	John Williamson
Deputy Session Clerk:	Dorothy Dunlop
Clerk to the Board:	Matthew Sprott
Church Treasurer:	Hugh McKee
Property Convener:	Sandy Stewart

Charity Name:	Coatbridge New St Andrew's Parish Church of Scotland
Charity Registration Number:	SC013521
Congregation Reference No:	171097
Contact Address:	3 Manor Drive Coatbridge ML5 1RR

**Independent Examiner**

Mrs Audrey Wolfson CA  
Cahill Jack Associates Ltd  
91 Alexander Street  
Airdrie  
ML6 0BD

**Bankers**

Royal Bank of Scotland plc  
80 Main Street  
Coatbridge  
ML5 3DZ

## **Trustees' Responsibilities in Relation to the Financial Statements**

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires the charity trustees to prepare financial statements for each year which show a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the method and principles in the applicable Charities SORP;
- 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.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information on the congregation's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Trustees and signed on their behalf,

.....

**John Williamson**

**Session Clerk**

20 February 2017

.....

**Dorothy Dunlop**

**Deputy Session Clerk**

**New St Andrew's Parish Church of Scotland  
Independent Examiner's Report to the Trustees of New St Andrew's Parish Church  
Year ended 31 December 2016**

I report on the accounts of the charity for the year ended 31 December 2016 which are set out on pages 10 to 20.

**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 (as amended).

The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 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 Charities Accounts (Scotland) Regulations 2006 (as amended). 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 seeks 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 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 Regulations (as amended), and
  - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations (as amended) have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....

**Audrey Wolfson CA**  
Cahill Jack Associates Ltd  
91 Alexander Street  
Airdrie

21 February 2017

# New St Andrew's Parish Church of Scotland

## Statement of Financial Activities

<u>Year ended 31 December 2016</u>	Note	Unrestricted Funds 2016	Restricted Funds 2016	Endowment Funds 2016	Total 2016	Total 2015
		£	£	£	£	£
<b>Income and endowments from:</b>						
Donations and legacies	1	113,820	0	0	113,820	128,176
Charitable activities	2	4,820	0	0	4,820	6,956
Other trading activities	3	615	0	0	615	703
Investments	4	3,219	42	0	3,261	3,097
Other	5	0	0	0	0	19,956
<b>Total income</b>		<u>122,474</u>	<u>42</u>	<u>0</u>	<u>122,516</u>	<u>158,888</u>
<b>Expenditure on:</b>						
Raising funds	6	518	0	0	518	580
Charitable activities		125,858	0	0	125,858	143,393
<b>Total expenditure</b>		<u>126,376</u>	<u>0</u>	<u>0</u>	<u>126,376</u>	<u>143,973</u>
<b>Net income/(expenditure) before gains and losses on investments</b>		<u>(3,902)</u>	<u>42</u>	<u>0</u>	<u>(3,860)</u>	<u>14,915</u>
Net gains/(losses) on investments		1,114	27	1,844	2,985	(1,568)
<b>Net income/(expenditure)</b>		<u>(2,788)</u>	<u>69</u>	<u>1,844</u>	<u>(875)</u>	<u>13,347</u>
Transfers between Funds		0	0	0	0	0
<b>Net movement in funds</b>		<u>(2,788)</u>	<u>69</u>	<u>1,844</u>	<u>(875)</u>	<u>13,347</u>
<b>Reconciliation of funds:</b>						
Total funds brought forward		<u>147,086</u>	<u>2,446</u>	<u>36,669</u>	<u>186,201</u>	<u>172,854</u>
<b>Total funds carried forward</b>		<u><b>144,298</b></u>	<u><b>2,515</b></u>	<u><b>38,513</b></u>	<u><b>185,326</b></u>	<u><b>186,201</b></u>

**New St Andrew's Parish Church of Scotland**

**Balance Sheet at 31 December 2016**

	<b>Note</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total Funds 2016</b>	<b>Prior Year 2015</b>
		£	£	£	£	£
Fixed Assets:						
Tangible assets	<b>9</b>	0	0	0	0	0
Investments	<b>10</b>	27,061	642	38,493	66,196	63,211
Total Fixed Assets		<u>27,061</u>	<u>642</u>	<u>38,493</u>	<u>66,196</u>	<u>63,211</u>
Current Assets:						
Debtors	<b>11</b>	26,500	0	0	26,500	14,000
Cash at bank and in hand		93,137	1,873	20	95,030	111,390
Total Current Assets		<u>119,637</u>	<u>1,873</u>	<u>20</u>	<u>121,530</u>	<u>125,390</u>
Liabilities						
Creditors falling due within one year	<b>12</b>	2,400	0	0	2,400	2,400
Net Current Assets		<u>117,237</u>	<u>1,873</u>	<u>20</u>	<u>119,130</u>	<u>122,990</u>
Creditors falling due after more than one year		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Assets</b>		<u><b>144,298</b></u>	<u><b>2,515</b></u>	<u><b>38,513</b></u>	<u><b>185,326</b></u>	<u><b>186,201</b></u>
<b>The funds of the charity:</b>						
Endowment funds	<b>15</b>	0	0	38,513	38,513	36,669
Restricted income funds		0	2,515	0	2,515	2,446
Unrestricted income funds		144,298	0	0	144,298	147,086
<b>Total charity funds</b>	<b>15</b>	<u><b>144,298</b></u>	<u><b>2,515</b></u>	<u><b>38,513</b></u>	<u><b>185,326</b></u>	<u><b>186,201</b></u>

The accounts were approved by the trustees on 20 February 2017 and signed on their behalf by:

.....  
**John Williamson**

**Session Clerk**

.....  
**Hugh B. McKee**

**Treasurer**

## **New St Andrew's Parish Church Year ended 31 December 2016**

### **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.

### **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 on 16 July 2015 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).

### **Fund accounting**

Funds are classified as either restricted 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 there from 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**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

### **Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS102) the general volunteer time of congregation members is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised as expenditure in the period of receipt.

### **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

## **New St Andrew's Parish Church Year ended 31 December 2016**

### **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 of Coatbridge New St Andrew's
- retirement home of Mrs Nan Dunn (widow of Rev James F. Dunn) in Hamilton
- retirement home of Rev and Mrs Ian McBain in Baillieston.

All of these properties are vested in the Church of Scotland General Trustees. 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.

All tangible fixed assets costing in excess of £5,000 having a value to the charity greater than one year, other than those acquired for specific purposes, are capitalised. The charity held no such assets at any point during the year ended 31 December 2016.

### **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**

New St Andrew's Parish Church 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.

The charity is entitled under Section 13(2) of the Charities and Trustee Investment (Scotland) Act 2005 to describe itself as a Scottish Charity.

**New St Andrew's Parish Church of Scotland**  
**Notes forming part of the financial statements**  
**for the year ended 31 December 2016**

	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Endowment Funds 2016 £	Total 2016 £	Total 2015 restated £
<b>1 Donations and Legacies</b>					
Offerings	85,065	0	0	85,065	92,148
Open plate	4,551	0	0	4,551	3,129
Tax recovered on Gift Aid	12,500	0	0	12,500	19,706
Contributions from Uniformed Organisations (see note 17)	400	0	0	400	400
Collection boxes / sunshine bags	538	0	0	538	898
Donations	300	0	0	300	3,300
Organisations' Income (see note 15)	8,122	0	0	8,122	8,585
Legacies	1,000	0	0	1,000	0
Value of donated goods	0	0	0	0	0
Other	1,344	0	0	1,344	10
	<u>113,820</u>	<u>0</u>	<u>0</u>	<u>113,820</u>	<u>128,176</u>
Income from donations and legacies was £113,820 (2015 £128,176). In both 2016 and 2015 all of this income was unrestricted.					
<b>2 Income from charitable activities</b>					
Weddings and funerals	1,135	0	0	1,135	1,185
Summer Fete	843	0	0	843	1,012
Coffee mornings	1,949	0	0	1,949	3,370
Easter Breakfast	0	0	0	0	104
Soup and Sandwich	0	0	0	0	278
Concerts	500	0	0	500	750
Dress Down Day	283	0	0	283	257
Quiz	110	0	0	110	0
	<u>4,820</u>	<u>0</u>	<u>0</u>	<u>4,820</u>	<u>6,956</u>
Income from charitable activities was £4,820 (2015 £6,956). In both 2016 and 2015 all of this income was unrestricted.					
<b>3 Income from other trading activities</b>					
Use of premises	615	0	0	615	703
	<u>615</u>	<u>0</u>	<u>0</u>	<u>615</u>	<u>703</u>
<b>4 Investment income</b>					
Dividends received	3,199	34	0	3,233	3,069
Deposit interest	20	8	0	28	28
	<u>3,219</u>	<u>42</u>	<u>0</u>	<u>3,261</u>	<u>3,097</u>
Total investment income was £3,261 (£3,097) of which £3,219 (£3,059) was unrestricted and £42 (£38) was restricted.					
<b>5 Other income</b>					
Receipts from General Trustees	0	0	0	0	19,956
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>19,956</u>

**New St Andrew's Parish Church of Scotland**  
**Notes forming part of the financial statements**  
**for the year ended 31 December 2016**

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2016	2015
	2016	2016	2016	restated
	£	£	£	£
<b>6 Analysis of Expenditure</b>				
Costs of Generating Funds				
Offering Envelopes	518	0	518	580
	<u>518</u>	<u>0</u>	<u>518</u>	<u>580</u>
Charitable Activities				
Ministries & Mission Allocation	71,106	0	71,106	67,292
Presbytery Dues	1,758	0	1,758	1,799
Voluntary Additional Stipend	0	0	0	0
Employer's NI on VAS	0	0	0	0
Minister's Expenses	2,291	0	2,291	2,281
Ministerial Assistance	0	0	0	0
Pulpit Supply	545	0	545	500
Other salary costs	10,193	0	10,193	9,297
Fabric Repairs & Maintenance	16,727	0	16,727	35,636
Manse Council Tax	1,648	0	1,648	1,641
Insurance	5,685	0	5,685	5,946
Gas and Electricity	6,094	0	6,094	6,300
Church Office Expenses	621	0	621	3,752
Organ & Music	495	0	495	341
Organisations' Expenses (see note 15)	5,959	0	5,959	6,444
Other expenses	2,736	0	2,736	2,164
	<u>125,858</u>	<u>0</u>	<u>125,858</u>	<u>143,393</u>
<b>Total</b>	<b><u>126,376</u></b>	<b><u>0</u></b>	<b><u>126,376</u></b>	<b><u>143,973</u></b>

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.

All of the expenditure on charitable activities in 2016 and 2015 was from unrestricted funds.

**Notes forming part of the financial statements  
for the year ended 31 December 2016**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
<b>7 Staff costs and numbers</b>		
Salaries and wages	10,738	9,797
Social security costs	0	0
Total	<u>10,738</u>	<u>9,797</u>

The average number of employees during the year was as follows:

	<b>2016</b>	<b>2015</b>
	<b>Number</b>	<b>Number</b>
Ministerial support	0	0
Administration	0	0
Music staff	1	1
Premises maintenance	<u>2</u>	<u>2</u>
	<u>3</u>	<u>3</u>

No employee had employee benefits in excess of £50,000 (2015 nil)

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 £26,380 and the maximum stipend (in the fifth and subsequent years) £32,419.

**8 Trustee Remuneration and Related Party Transactions**

During the year the Minister received no Voluntary Additional Stipend but did receive reimbursement of expenses of £3,939 including £1,648 Manse Council Tax (£3,922 in 2015 including £1,641 Manse Council Tax). None of the other trustees received any reimbursement of expenses.

In addition during the year

Mr Stewart Alston who is a member of the Kirk Session received £3,653 for providing his services as organist.  
Mr Douglas Crichton who is a member of the Kirk Session received £1,470 for providing his services as beadle.  
Mrs Georgia Gillespie who is a member of the Congregational Board received £4,630 for providing her services as hall keeper and for cleaning the church.

No trustee or a person related to a trustee had any personal interest in any contract or transaction entered into by the charity during the year.

During the year a total of £44,355 was donated to the congregation by trustees.

**Notes forming part of the financial statements  
for the year ended 31 December 2016**

**9 Tangible Fixed Assets**

	<b>Buildings</b>	<b>Office Equipment</b>	<b>Total</b>
<b>Cost</b>			
At 1 January 2015	0	0	0
Additions	0	0	0
Disposals	0	0	0
At 31 December 2016	<u>0</u>	<u>0</u>	<u>0</u>
<b>Accumulated Depreciation</b>			
At 1 January 2015	0	0	0
Charge for year	0	0	0
Eliminated on Disposals	0	0	0
At 31 December 2016	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Book Value</b>			
At 31 December 2016	<u>0</u>	<u>0</u>	<u>0</u>
At 31 December 2015	<u>0</u>	<u>0</u>	<u>0</u>

All buildings are vested in the General Trustees and are not therefore reflected in these accounts

**10 Investments**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Market value at 1 January	63,211	64,779
Unrealised gain / (loss) on revaluation	2,985	(1,568)
Market value at 31 December	<u>66,196</u>	<u>63,211</u>

The following investments were held at 31 December 2015 and 31 December 2016

1200 units in the Church of Scotland Investors Trust Growth Fund  
5088 units in the Church of Scotland Investors Trust Income Fund

**Notes forming part of the financial statements  
for the year ended 31 December 2016**

**11 Debtors**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Provision for Gift Aid Tax Recovery		
1/1/16 to 31/12/16	12,500	0
1/1/15 to 31/12/15	14,000	14,000
	<u>26,500</u>	<u>14,000</u>

**12 Creditors**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Independent Examiner's Fee	900	900
Gas and Electricity	1,500	1,500
	<u>2,400</u>	<u>2,400</u>

**13 Analysis of Net Assets Among Funds**

	<u>Unrestricted</u>		<b>Restricted</b>	<b>Endowment</b>	<b>Total</b>
	<b>General</b>	<b>Designated</b>			
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fixed Assets	0	0	0	0	0
Investments	0	27,061	642	38,493	66,196
Current Assets	2,401	117,236	1,873	20	121,530
Current Liabilities	<u>2,400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,400</u>
<b>Net assets at 31 Dec 2016</b>	<u><b>1</b></u>	<u><b>144,297</b></u>	<u><b>2,515</b></u>	<u><b>38,513</b></u>	<u><b>185,326</b></u>

**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.

**Notes forming part of the financial statements  
for the year ended 31 December 2016**

**15 Movements in Funds**

	At 1 January 2016 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 December 2016 £
<b>Endowment funds</b>					
Rev T J Johnstone Fund	31,441	1,352	0	0	32,793
Dick Memorial Fund	5,228	492	0	0	5,720
	36,669	1,844	0	0	38,513
<b>Restricted funds</b>					
Gregor Grant Fund	1,453	61	0	0	1,514
Bell Bequest	993	8	0	0	1,001
	2,446	69	0	0	2,515
<b>Unrestricted funds</b>					
General Fund	7	1,114	0	(1,120)	1
<b>Designated Funds</b>					
Fabric Fund	135,355	114,352	120,418	3,800	133,090
Flower Fund	3,521	1,083	1,527	0	3,077
Sunday School Fund	3,084	1,774	1,877	0	2,981
Guild Fund	582	1,411	1,119	(200)	674
Men's Club Fund	1,263	317	56	(200)	1,324
Thursday Club Fund	468	1,498	1,133	(450)	383
Sunday Teas Fund	2,806	2,039	247	(1,830)	2,768
	147,086	123,588	126,376	0	144,298
<b>Total funds</b>	<b>186,201</b>	<b>125,501</b>	<b>126,376</b>	<b>0</b>	<b>185,326</b>

**Endowment Fund** Rev T J Johnstone Fund : income is to be used for fabric purposes  
Andrew and Helen Dick Memorial Fund: income is to be used for the general charitable activities of the congregation.

**Restricted Funds** Gregor Grant Fund : income and capital to be used for church chimes  
Bell Bequest : income and capital to be used for Sunday School purposes

**General Fund** The majority of the charity's incoming and outgoing resources are transacted through this unrestricted fund.

**Designated Funds** Various unrestricted funds have been designated by the trustees for specific purposes as follows

Fabric Fund: for the maintenance of the church property.

Flower Fund: for the purchase of flowers for the church services and to be delivered to the sick and elderly following services.

Sunday School Fund: for the operation of the Sunday School.

Guild Fund: for the operation of the Guild.

Men's Club Fund: for the operation of the Men's Club.

Thursday Club Fund: for the operation of the Thursday Club.

Sunday Teas Fund: for the provision of tea and coffee after the Sunday services.

<b>16 Collections for Third Parties</b>	<b>2016</b>	<b>2015</b>
	£	£
Christian Aid	250	925
Nepal	565	634
The Scottish Poppy Appeal	234	381
Marie Curie	0	377
Home Comforts	385	357
Scottish Bible Society	260	235
Children in Need	290	191
Night Shelter	458	0
Foodbank	385	0
St Andrew's Hospice	280	0
Macmillan Cancer	766	0
	<u><b>3,873</b></u>	<u><b>3,100</b></u>
<b>17 Donations from Uniformed Organisations</b>	<b>2016</b>	<b>2015</b>
	£	£
Boys' Brigade	200	200
Guides and Brownies	200	200
	<u><b>400</b></u>	<u><b>400</b></u>

These donations were received by the charity in addition to the donations transferred to the congregation General Fund from the Guild, Thursday Club and Men's Club shown in Note 15.

## APPENDIX

### FUNDS HELD ON BEHALF OF THE CONGREGATION BY THE CHURCH OF SCOTLAND GENERAL TRUSTEES

	2016 £	2015 £
<b><u>CAPITAL ACCOUNT</u></b>		
Credit Balances held at 31 December at cost	<u>93,875</u>	<u>93,875</u>
Market Value of Balances at 31 December	<u>96,755</u>	<u>93,963</u>
<b><u>REVENUE ACCOUNT</u></b>		
Credit Balance at 31 December	<u>4,969</u>	<u>2,407</u>