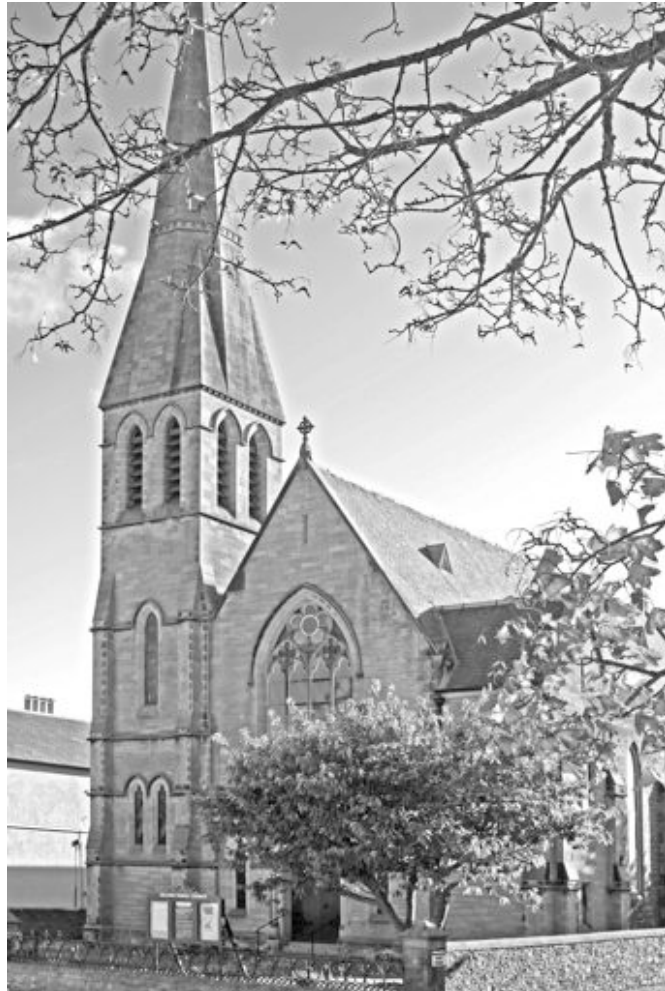


The Church of Scotland

Selkirk Parish Church



Annual Report and Income & Expenditure Accounts

2014

Congregation No: 040295

Charity No: SC 014883

Reference and Administrative Information

Charity Name: Selkirk Parish Church

Charity Registration Number: SC014883

Congregation Reference No: 040295

Contact Address: 2 Shawpark Crescent
Selkirk
TD7 4EX

Trustees

Kirk Session:

E.Bell, A. Bethune, D. Bethune, F. Corbett, P. Davidson, E. Hendrie, F. Holmes, G. Junor, J. Lawton (retired April 2014), J.Lee, C. MacIntosh, L. McCraw, M. Mallin (retired February 2014), M. Milne, R. Owen (retired August 2014), L. Raffier, J. Smith, K. Smith, M. Steele, D. Taylor, E. Thompson, M.Ward, L. White, G. Wilkie.

Congregational Board:

S. Combe, E. Dunipace, G. Grant, C. Henderson, S.Pearson, I. Watson (from March 2014), E. Williams, J. Williams. Clerk: A. Craig (to March 2014), J. Lee (from March 2014).

Principal Office-bearers

Minister: The Reverend Margaret Steele

Session Clerk: E Hendrie

Clerk to the Board: A. Craig/J. Lee

Church Treasurer: L. McCraw

Gift Aid Convenor: G. Grant

Independent Examiner

Vivien Ross

Accountant

15 High Street,

Selkirk

TD7 4BZ

Bankers

Royal Bank of Scotland,

12 High Street

Selkirk

TD7 4DF

Bank of Scotland

6 Market Place

Selkirk

TD7 4BX

Trustees' Annual Report
Year ended 31 December 2014
Structure, Governance and Management

Governing Document

The Church is administered in accordance with the terms of the Deed of Constitution (Model).

Recruitment and Appointment of Trustees

Members of the Kirk Session and the Congregational Board 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.

The Congregational Board is appointed from within the congregation and 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 and serve for a period of three years after which they must seek re-election at the next Stated Annual Meeting.

Organisational Structure

The Congregational Board, chaired by the minister, has met 7 times this year. Certain responsibilities are delegated to the Finance Committee and the Property Committee as appropriate. The Kirk Session has met 9 times in 2014, and is responsible for spiritual affairs within the church. Joint meetings of the Kirk Session and the Congregational Board have taken place once in 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.

Selkirk Parish Church holds regular services of worship each Sunday and Wednesday mornings, and a monthly Worship for All service during term time. Other activities include 2 Prayer Groups, Choir, Sunday School, Ladies Fellowship, which has now amalgamated with the United Reformed Church Guild to become an Ecumenical Group Selkirk Church Friends, and Bible Study Groups for special events e.g. The Start Course.

Ecumenical activities include an annual World day of Prayer, Coffee Plus (for anyone but with an emphasis on toddlers and their carers), CAMEO (for the over 50s), Reach-Out (women's meeting), an annual summer Holiday Club (for ages 5-12), JAM (a Scripture Union group for Primary 4/5 run in a local primary school), the Try Praying Initiative, and Prayer Evenings for the Referendum and Lent Study Groups.

The Church, along with other congregations in the Presbytery, is continuing to develop a partnership with congregations in the Zomba Presbytery of Malawi.

The hall is well used by the community for various events e.g. coffee mornings, Pilates classes, Antiquarian Society meetings, Zumba, and private parties/ceilidhs etc..

The Church continues to promote a greener future for both church and community.

The steeple required significant repair work which has been carried out, funded by grants, fundraising initiatives and individual giving.

The Church continues on the Stewardship programme as instructed by the Church of Scotland, holding an afternoon conference with folk from the Stewardship department. 51 members of the congregation took part in Future Focus, the Mission and Discipleship Council of the Church of Scotland's tool to encourage congregations in mission and outreach. Three hopes have been identified, and groups formed to take these forward.

Achievements and Performance

The following are average attendance numbers: Sunday congregation 60, Wednesday 25, Worship for All 25 -30, Prayer Groups 6, Choir 11, Sunday School 6, Selkirk Church Friends 32, Cameo 35, Holiday Club 50, Reachout 15, JAM 10 and Coffee Plus 25.

Financial Review

With our unrestricted funds, the principal source of income is regular offerings, (both WFO and Bankers Orders), 62% of the total coming from Gift Aided offerings. In 2014 our income has exceeded our expenditure, so we have a surplus balance for the year. All fundraising has been for our restricted fund renovation project and the major steeple repair work.

Reserves Policy

Our Reserve Fund holds £15,561, all other Reserves being investments held for us by the Church of Scotland Trustees. At the year end the Church held unrestricted cash funds of £33,396, of which £15,561 has been designated for the Reserve Fund, £8054 for the Fabric fund, and £227 for the Sunday School fund, leaving a balance of £9,554 in the General fund. The Church also held £6,592 of restricted funds which have been provided for the purposes specified on page 7.

Statement of Trustees' Responsibilities

The members of the Kirk Session / Congregational Board must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Church during the financial year. The members of the Kirk Session / Congregational Board are responsible for keeping proper accounting records which, on request, must reflect the financial position of the Church at that time. This must be done to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the Regulations Anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007. They are also responsible for safeguarding the assets of the Church and must take reasonable steps for the prevention and/or detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf,

Session Clerk

Date

Selkirk Parish Church
SC 014883

Independent Examiner's Report to the Trustees of Selkirk Parish Church

I report on the accounts of Selkirk Parish Church for the year ended 31 December 2014 which are set out on pages 1 to 11.

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 Regulation 10(1) (d) 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. 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, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave 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.

Vivien Ross

Vivien Ross
Accountant
15 High Street, Selkirk, TD7 4BZ

Date: March 2015

Selkirk Parish Church
Income & Expenditure Account
Year ended 31st December 2014

	Unrestricted	Restricted		
	Funds	Funds	Total	Total
	2014	2014	2014	2013
	£	£	£	£
Incoming Funds				
Incoming Resources from Generated Funds				
Voluntary Income (Offerings/Donations)	68921	17605	86526	82013
Investment Income	464	1	465	458
Charitable Activities	3532	8431	11963	11023
Funds released from General Trustees	0	0	0	12000
Legacy	0	0	0	5000
Grants	0	32886	32886	53706
Total Incoming Resources	72917	58923	131840	164200
 Resources Expended				
Costs of Generating Funds	166	0	166	166
Charitable Activities	62183	68164	130347	178786
Governance Costs	100	0	100	100
Total Resources Expended	62449	68164	130613	179052
 Net Income (Outgoing) Resources	10468	(9241)	1227	(14852)
 Fund Balances 1st January 2014	22847	15833	38680	53532
Fund Balances 31st December 2014	33315	6592	39907	38680

Balance Sheet
At 31st December 2014

	Unrestricted funds £	Restricted funds £	Total 2014 £	Total 2013 £
Fixed Assets				
IT/Furniture	479	4945	5424	5494
Current Assets				
Bank	29668	3079	32747	29402
Gift Aid Recoverable	3854	198	4052	3806
Sundry debtors & prepayments	636	4370	5006	9631
	34158	7647	41805	42839
Current Liabilities				
Accruals	1322	0	1322	1253
Loan	0	2400	2400	2400
	1322	2400	3722	3653
Net Current Assets/Liabilities	32836	5247	38083	39186
Long term loan	0	3600	3600	6000
Total Assets less liabilities	33315	6592	39907	38680
Funds				
Opening Funds	22847	15833	38680	53532
Movement in year	10468	(9241)	1227	(14852)
Closing Funds	33315	6592	39907	38680
Analysis of Net Assets by Fund				
Fixed Assets	479	4945	5424	5494
Current Assets	34158	7647	41805	42839
Current Liabilities	(1332)	(2400)	(3722)	(3653)
Longterm Liabilities	0	(3600)	(3600)	(6,000)
	33315	6592	39907	38680

The accounts were approved by the Trustees on 17th February 2015.

For and on behalf of the Trustees

.....Session Clerk

.....Treasurer

Selkirk Parish Church

Notes to the Accounts

1 Trustee Remuneration and Related Party Transactions

Remuneration: A. Craig (Secretary) £454, M.D. Taylor (part-time organist) £560

Eleven Trustees were reimbursed expenses to a total of £3,300.

2 Movements in Funds

	At 1 Jan				At 31 Dec
	2014	Income	Expenses	Transfers	2014
	£	£	£	£	£
Unrestricted funds					
Designated Fabric Fund	247	0	193	8000	8054
Designated Ladies Fellowship	97	50	147	0	0
Designated Sunday School Fund	245	0	18	0	227
Reserve Fund	15561	0	0	0	15561
General Fund	6697	72867	62091	(8000)	9473
	22847	72917	62449	0	33315
Restricted funds					
Organ/Music Fund	2124	1	0	0	2125
Roof Fund	(7902)	29728	25446	0	(3620)
Facilities Upgrade Fund	21293	29194	42662	0	7825
Social Relief Fund	318	0	56	0	262
	15833	58923	68164	0	6592
	38680	131840	130613	0	39907

Purposes of Designated Funds

Fabric Fund: The Trustees have set aside funds for the maintenance of the Church property

Ladies Fellowship: The Trustees have set aside funds for the work of the Ladies Fellowship.

Sunday School Fund: The Trustees have set aside funds for use by the Sunday School.

Reserve Fund: The Trustees have set aside funds as a reserve.

Purposes of Restricted Funds

Organ/music Fund: This is a fund to assist with the cost of major organ repairs, and purchase of music resources for use in worship.

Facilities Upgrade Fund: This is a fund to be used to upgrade toilet facilities and hall.

Social Relief Fund: This is a fund to be used for those in need.

Roof Fund: This is a fund to assist with the cost of major roof, steeple and internal repairs to church buildings, including dry rot, and PVC installation.

	Unrestricted Funds 2014 £	Restricted Funds 2014 £	Total 2014 £	Total 2013 £
3. Analysis of Income				
WFO Scheme (non Gift Aid)	10131		10131	10846
Gift Aid Donations	36731	8507	45238	45255
Tax Recovered on Gift Aid Donations	10143	2267	12410	12588
Ordinary Offerings (Open Plate)	8881		8881	7843
Other Offerings, Donations etc	3035	6831	9866	5481
Rental of Premises	1990		1990	1589
Weddings, Funerals	1040		1040	660
Bank & Investment Interest	464	1	465	458
Contributions-Congreg. Organisations	60		60	90
Fund-raising		5592	5592	5615
Other Income/Legacy	442	2839	3281	8069
Grants		32886	32886	53706
Funds released from General Trustees				12000
	72917	58923	131840	164200

4 Analysis of Payments

Costs of generating funds

Offering envelopes	166		166	166
	166	0	166	166

Charitable activities

Ministries & Mission allocation	35182		35182	39867
Presbytery dues	516		516	717
Minister's expenses	1964		1964	2441
Pulpit supply	263		263	353
Other staffing costs	3362		3362	6199
Fabric repairs & maintenance	4719	65862	70581	112297
Council Tax	1371		1371	1370
Heat and light	3358		3358	5342
Insurance	4163		4163	4101
Postage & phone	843		843	773
Ladies Fellowship Project & Donations	120		120	90
Printing, stationery and adverts	3721		3721	3099
Organ & pianos	1592		1592	977
Other expenses	1009	2302	3311	1160
	62183	68164	130347	178786

Governance costs

Independent examiner's fees	100		100	100
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Total Expenditure	62449	68164	130613	179052
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5. Fixed Assets

		£
Cost:	At 01/01/14	5494
	Additions	<u>599</u>
	At 31/12/14	<u>6093</u>
Depreciation:	At 01/01/14	-
	Charge for year	<u>669</u>
	At 31/12/14	<u>669</u>
Net Book Value:	At 31/12/14	<u>5424</u>
	At 31/12/13	5494

6. Minister's Stipend

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 £25,607 and the maximum stipend (in the fifth and subsequent years) £31,469.

	2014	2013
	£	£
7 Collections for Third Parties		
Malawi	50	-
Tearfund	-	193
Shelter	230	227
CTSV Holiday Club	149	-
Guatemala	354	-
Cord (Toilet Twinning)	-	-
	<u>783</u>	<u>420</u>

8. Capital Expenditure Projects

a) Longterm Liabilities	2014	2013
	£	£
Loan repayable after 4 years	3600	6000

Installation of Photovoltaic cells in 2011, funded mostly by a Government grant of £17,796 and a Church of Scotland loan of £17,000. A balance of £12,000 was outstanding, repayable over 5 years. Repayments will be met from income generated by the cells, any shortfall being balanced by the General Fund.

b) Ongoing renovation project to modernise the hall, create a small meeting room and a suite of toilets, funded by grants, donations and fundraising.

APPENDIX

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

	2014	2013
<u>CAPITAL ACCOUNT</u>	£	£
Credit Balances held at 31-12-14 at cost (Fabric)	4266	3593
Market Value of Shares at 31-12-14 (11988 @ £1.33) (Fabric)	15944	15225
Growth Fund at 31-12-14 (2750 units @ £4.29)	11798	11357
Deposit Fund – Organ	100	100