

The Church of Scotland

Kinloss and Findhorn Parish Church

Congregational Accounts 2019

Congregation No: 352086

Charity No: SC 014557

Reference and Administration Information

Charity Name: Kinloss and Findhorn Parish Church of Scotland

Charity Registration Number: SC 014557

Congregation Reference Number: 352086

Contact Address: Not Available on the website

Trustees:

| | |
|------------------|-------------|
| Rev. J. Morrison | K. Laing |
| M. Atherton | L. MacBeth |
| M. Barber | R. Malin |
| W. Barber | J. Miller |
| T. Brown | J. Nellis |
| C. Davies | G. Rhind |
| P. Duggie | H. Rhind |
| F. Higham | D. Thomson |
| W. James | S. Urquhart |
| I. Jamieson | W. Wardlaw |

No trustees resigned or were appointed during the year

Principal Office Bearers:

Interim Moderator: Rev. J. Morrison
Session Clerk: Mrs. C. Davies
Treasurer: Mrs. M. Atherton

Independent Examiner: Deborah Newton, FCA
As partner in the firm of:
Ritsons , Chartered Accountants
103 High Street
Elgin
IV30 1EB

Bankers: Bank of Scotland
102 High Street
Forres
IV36 1PA

Kinloss and Findhorn Parish Church
Trustee Annual Report
Year Ended 31 December 2019

Structure, Governance and Management

Governing Document

The Church is an unincorporated entity and is administered in accordance with the terms of the Deed of Constitution (Unitary Form).

Recruitment and Appointment of Trustees

Members of the Kirk Session are 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. No trustees are paid expenses or remuneration. The Minister, who is a member of the Kirk Session, is elected by the congregation and and inducted by the Presbytery.

Organisational Structure

The Kirk Session is responsible for the spiritual and financial affairs within the Church and meets at least 4 times a year.

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.

The Church meets on alternate Sundays in Findhorn and Kinloss. It carries out various social events throughout the year and encourages halls at Findhorn and Kinloss to be used by local community groups.

Achievements and Performance

Kinloss Church makes the Culbin Room, Califer Room, and the Church available to many local and community groups and continues to thrive. Coffee mornings are held throughout the year and are very well supported by the community. Findhorn Church is starting to attract groups and individuals to use the hall. Coffee afternoons are held during the summer months and continue to be popular. The committee are endeavouring to raise match-funding to fulfil a large refurbishment project which is intended to benefit the community. The Church Guild has, after many years, ceased meeting regularly and their support to Kinloss and Findhorn churches will be greatly missed.

**Kinloss and Findhorn Parish Church
Trustee Annual Report - Continued
Year Ended 31 December 2019**

Financial Review

The finances are generally acceptable. The Manse has been let for most of the year and we drew upon our resources in the Consolidated Fabric Fund Revenue Account to pay for manse repairs. This is shown in the accounts.

Reserves Policy

It is the Trustees' policy to hold reserves of approximately six months expenditure including designated funds. At the year end the Church held unrestricted cash funds of £38,020 of which £2,927 has been designated for fabric fund, £8,911 for refurbishment of Findhorn Church, and £14,344 for continuing development of Kinloss Church. The remaining balance of £11,838 represents about 2 months general expenditure and the Trustees will authorise transfer of funds from the designated Church funds to General fund for running costs as required.

Statement of Trustees' Responsibilities

The members of the Kirk Session must prepare financial statements, which give sufficient details to enable an appreciation of the transactions of the Church during the financial year. The Members of the Kirk Session 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 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.

.....
C. Davies
Session Clerk

Dated:

Kinloss and Findhorn Parish Church
352086
SC014557

**Independent Examiner's Report to the Trustees of
Kinloss and Findhorn Parish Church**

I report on the accounts of the charity for the year ended 31 December 2019 which comprise the receipts and payments account, statement of balances and the related notes.

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) Regulation 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 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) Regulation 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 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 Regulations

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.

Deborah Newton, FCA
as partner in the firm of:
Ritsons, Chartered Accountants
103 High Street
Elgin
IV30 1EB

Date: _____, 2020

**KINLOSS AND FINDHORN PARISH CHURCH
YEAR ENDED 31 DECEMBER 2019
RECEIPTS AND PAYMENTS ACCOUNT**

| | Unrestricted | Restricted | Total | 2018 Total |
|--|---------------|--------------|---------------|---------------|
| Receipts | | | | |
| <u>Donations</u> | | | | |
| Free will and open plate | 14,765 | | 14,765 | 16,794 |
| Miscellaneous donations | 965 | | 965 | 621 |
| Tax recovered on donations | 4,526 | | 4,526 | 5,221 |
| Grants | 1,172 | | 1,172 | 5,860 |
| Fundraising | 1,106 | | 1,106 | 1321 |
| Investment income | 3,910 | | 3,910 | 3,912 |
| Rental of premises | 12,039 | | 12,039 | 11,889 |
| <u>Other receipts</u> | | | | |
| Contributions from other organisations | 100 | | 100 | 2,503 |
| Released from general trustees | 1,100 | | 1,100 | |
| Shared costs and refunds | 1,550 | | 1,550 | 3,327 |
| Guild income | | 782 | 782 | 1,339 |
| Weddings and funerals | 1,200 | | 1,200 | 1,050 |
| Life and work | 376 | | 376 | 330 |
| Total receipts | 42,809 | 782 | 43,591 | 54,167 |
| Payments | | | | |
| Fundraising expenses | 225 | | 225 | 219 |
| <u>Charitable activities</u> | | | | |
| Pulpit supply | 1,112 | | 1,112 | 1,118 |
| Locum salary | 2,507 | | 2,507 | |
| Stipend | 11,793 | | 11,793 | 20,430 |
| Presbytery dues | 295 | | 295 | 226 |
| Ministers travel expenses | | | 0 | 815 |
| Cleaner and organist | 3,068 | | 3,068 | 2,085 |
| Repairs and maintenance | 4,158 | | 4,158 | 11,756 |
| Community charge | | | 0 | 1,805 |
| Heat & light | 3,279 | | 3,279 | 4,838 |
| Insurance | 3,112 | | 3,112 | 3,142 |
| Development expenses | 4,248 | | 4,248 | 9,938 |
| Miscellaneous | 1,789 | | 1,789 | 1,570 |
| Guild expenses | | 1,213 | 1,213 | 1,448 |
| Transfer to other accs (other) | 0 | | 0 | 79 |
| Total payments | 35,586 | 1,213 | 36,799 | 59,469 |
| Surplus/(deficit) for year | 7,223 | -431 | 6,792 | -5,302 |

**KINLOSS AND FINDHORN PARISH CHURCH
YEAR ENDED 31 DECEMBER 2019
STATEMENT OF BALANCES**

| | Unrestricted | Restricted | Total | 2018 Total |
|--------------------------------|---------------------|-------------------|---------------|-----------------------|
| Cash and bank balances | | | | |
| At the start of the year | 30,797 | 431 | 31,228 | 36,530 |
| Surplus/(deficit) for the year | 7,223 | -431 | 6,792 | -5,302 |
| At the end of the year | <u>38,020</u> | <u>0</u> | <u>38,020</u> | <u>31,228</u> |

Investments (at market value)

| | Fund | 2019 | 2018 |
|-------------------------------|--------------|----------------|----------------|
| Fabric fund | | 17,298 | 15,252 |
| General Purposes | | 27,788 | 26,587 |
| Findhorn Church Refurbishment | | 56,712 | 54,263 |
| Miscellaneous growth fund | | 25,138 | 22,165 |
| Miscellaneous income fund | | 23,962 | 22,927 |
| UK unlisted securities | Unrestricted | <u>150,898</u> | <u>141,194</u> |

The accounts were approved by the Kirk Session on

For and on behalf of the Kirk Session:

.....
C. Davies
Session Clerk

.....
M. Atherton
Treasurer

Kinloss and Findhorn Parish Church
For the year ended 31 December 2019
Notes to the accounts

Ministers Stipend

All Church of Scotland congregations contribute to the National Stipend Fund, which bears the cost of the Ministers' stipends and employers contributions for National Insurance, pension and housing loan fund. Ministers' stipends are paid in accordance with the national stipend, which is related to years of service. A total of £11,793 was paid in the year.

Wages and expenses

No wages or salaries were paid in the year.

One of the trustees was paid an honorarium of £600 for providing his services as an organist.

Collections for third parties

| | 2019 | 2018 |
|---------------------------|-------------|-------------|
| | £ | £ |
| Christian Aid | 100 | |
| Christian Aid IDAI Appeal | 250 | |
| | 350 | 421 |
| TOTAL | 350 | 421 |

Congregational fund balances

| | Opening balance | Receipts | Payments | Transfers | Closing balance |
|-------------------------|----------------------------|-----------------|-----------------|------------------|----------------------------|
| <u>Unrestricted</u> | | | | | |
| Fabric fund | 2,400 | 527 | | | 2,927 |
| Kinloss Hall Management | 14,424 | 11,365 | -3,095 | -8,350 | 14,344 |
| Findhorn Development | 3,944 | 4,934 | -3,480 | 3,513 | 8,911 |
| General | 10,029 | 25,983 | -29,011 | 4,837 | 11,838 |
| | 30,797 | 42,809 | -35,586 | 0 | 38,020 |
| <u>Restricted</u> | | | | | |
| Guild | 431 | 782 | -1,213 | | 0 |
| | 31,228 | 43,591 | -36,799 | 0 | 38,020 |

The guild enables members to express their faith in worship, prayer and action.

Funds Held on Behalf of the Congregation by the Church of Scotland General Trustees

The funds held by the General Trustees of the Church of Scotland on behalf of the Congregation are excluded from the accounts. The balance held is made up of two Fabric Funds which held £82,039 (2018 - £74,452) at the year end. During the year income included rent of £6,630 and investment income of £2,057. A balance of £1,100 was paid out to the general bank account and used for repairs to the manse.