

**CHURCH OF SCOTLAND**

**LOCHGILPHEAD**

Congregation No 191247

Charity No SC016311

**RECEIPTS AND PAYMENTS ACCOUNTS  
FOR YEAR TO 31ST DECEMBER 2019**

**Reference and Administration Information**

**CHARITY NAME:**

**LOCHGILPHEAD CHURCH OF SCOTLAND**

**Charity Registration No: SCO16311**

**Congregation Reference No: 191247**

**CONTACT ADDRESS:**

Mrs M N MacDonald  
Tolomar  
3 Wilson Road  
Lochgilphead  
Argyll  
PA31 8TR

**TRUSTEES:**

Rev H C Smith, Mrs E Armstrong, Mrs J Cranston, Mr I Davidson, Mrs M Davidson, Miss F Fleming, Miss M Jacobsen, Mrs M MacDonald, Mr M MacFadyen, Mr J Morrison, Mrs E Munro, Mr A Taylor, Mrs M Taylor.

**PRINCIPAL OFFICE BEARERS:**

Minister: Rev Hilda Smith  
Session Clerk: Mr A S Taylor  
Treasurer: Mrs M N MacDonald  
Gift Aid Convener: Mrs E Armstrong

**INDEPENDENT EXAMINER:**

Mr David E Renwick  
2 Duntrune Place  
Lochgilphead  
PA31 8RR

**BANKERS:**

Clydesdale Bank PLC  
Poltalloch Street  
Lochgilphead  
PA31 8LL

## **Trustees' Annual Report – Year ended 31<sup>st</sup> December 2019**

### **Structure Governance and Management**

#### **Governing Document**

The Church 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 the charity trustees. The Kirk Session Members are the Elders of the Church, who 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 Kirk Session is chaired by the Minister and meets six or seven times a year. Certain responsibilities are delegated to the Finance Committee and the Property Committee as appropriate. This body is responsible for spiritual affairs within the church.

#### **Objectives and Activities**

The Church of Scotland is Trinitarian in doctrine, reformed in tradition and Presbyterian in policy. 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 cooperates with other Churches in various ecumenical bodies in Scotland and beyond.

Children are part of the congregation and sit at tables at the front of the church with an adult volunteer and take part in activities related to the Children's Address. Tea and coffee organised by members of the congregation, is served in the Church Hall after all Sunday Services and everyone is invited to attend.

Lent Study was undertaken – Finding Your Voice – a 5 week course featuring the film 'The King's Speech' to illustrate the topic and focus on problems in relation to it.

In September, an Alpha Course 'Seeking Faith' was started, mainly aimed at families of recently baptised babies but open to all new and existing members. This was moderately successful but did not attract as many as hoped. The programme will continue in 2020.

The Church Hall is the venue for most social activities organised by the Church. These include a weekly Drop In Cafe, run by volunteers, which has been very successful in our aim of reaching out to the community and which also benefits the local people. A monthly Coffee Morning is held for eight months of the year for fundraising for the General Fund. Messy Church sessions are held on the last Thursday monthly and are popular with the children and generally well attended. We also have a Knit and Natter Group which meets fortnightly.

Various extra fundraising initiatives were done this year by several church members for the benefit of the General Fund and in August, three of our Elders successfully undertook a Zip Wire Challenge over the Clyde in Glasgow, arranged by EMMS International. £676 was raised for EMMS towards their work and £842 for LPC.

Social events are organised by the Social Committee, the main ones being a Burns Supper, a Harvest Lunch and a Christmas Lunch with the occasional Quiz Night and other similar events throughout the year. These are all well attended. The Social Fund contributes mainly to the Project/

Project Renewal Fund and the General Fund when necessary.

The Guild meets on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the Month from October to March each year and is well attended. It presently has 19 members. The Guild Strategy for 2018-2021 is ONE JOURNEY MANY ROADS and the Theme for 2019 is COMPANIONS ON THE ROAD. The project our Guild has chosen for 2019 is Malawi Fruits. The Guild distributes funds raised at Coffee Mornings and collections to various charities. These include the Church Flower Fund, Crossreach, Mercy Ships, Leprosy Mission and several local charities, as well as giving to the Church.

### **Fabric Fund**

The Fabric Fund covers all maintenance work to Church Properties and is funded by a quarterly Retiring Offering at Sunday Service, Coffee Mornings, Hall income and transfers from the Project Renewal Fund when necessary.

### **Financial Review**

Our principal source of income is from weekly offerings, Gift Aid donations and by Standing Order. General Fund income this year amounts to £40,462 against expenses of £38,855 giving a small surplus of £1,607. Income includes £6,450 reclaimed for Gift Aid Tax for General Fund (we depend heavily on this refund of tax each year). It also includes the regular income from Coffee Mornings.

A campaign to raise the awareness of our dire financial circumstances after the loss of several members of our congregation this year was moderately successful in increasing regular giving.

The **General Fund** is responsible for payments for Stipend and related costs; Heat, Light and Power, Insurance etc. Most members use FWO envelopes and/or Standing Orders and where relevant, have signed a Gift Aid Declaration.

**The Project Renewal Fund** is held solely for the future development and refurbishment of the Hall and Church and is funded by social events, donations and retiring offerings. These are restricted funds.

### **Reserves Policy**

We do not have sufficient funds to create annual reserves. We are mostly in a position of holding a balance of one or two months expenditure in General Fund. It should be noted that we are not fully funding stipend. In 2019 the cost of a Parish Minister with five years' service, employers National Insurance and Pension contribution was £33,899, leaving us with a shortfall of £10,914.

### **Statement of Trustees' Responsibilities**

The members of the Kirk Session 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 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

**(Signed) A S Taylor**  
**Session Clerk**

**Date 16/02/2020**

**LOCHGILPHEAD CHURCH OF SCOTLAND**  
**SCO 16311**

### **Report of Independent Examiner**

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2019.

### **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 an independent examination is needed under Section 44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005. It is my responsibility to examine the accounts under Section 44(1) l(c) of the Act and to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement -**

My 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 of disclosure in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts

### **Independent examiner's statement**

In the course of my examination of the statement of account for the year ended 31<sup>st</sup> December 2019 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.

David E.Renwick,  
2 Duntrune Place  
LOCHGILPHEAD  
PA31 8RR

(Signed) David E Renwick

Date:16/02/2020

## Lochgilphead Parish Church

### Receipts and Payments Account for year to 31st December 2019

| <b>Receipts</b>                     | <b><u>Unrestricted</u></b> | <b><u>Restricted</u></b> | <b><u>Total<br/>2019</u></b> | <b><u>Total<br/>2018</u></b> |
|-------------------------------------|----------------------------|--------------------------|------------------------------|------------------------------|
| Donations                           | 36939                      | 14513                    | 51452                        | 53000                        |
| Legacy                              |                            |                          |                              |                              |
| Bank & Deposit interest             | 32                         | 102                      | 134                          | 134                          |
| Investment Income                   |                            |                          |                              |                              |
|                                     | <u>36971</u>               | <u>14615</u>             | <u>51586</u>                 | <u>53134</u>                 |
| Rental of Premises                  | 0                          | 4912                     | 4912                         | 4760                         |
| Other Receipts                      | 0                          | 1522                     | 1522                         | 1508                         |
| Fund Raising                        | 4529                       | 1036                     | 5565                         | 4734                         |
|                                     | <u>4529</u>                | <u>7470</u>              | <u>11999</u>                 | <u>11002</u>                 |
| <b>Total Receipts</b>               | <u>41500</u>               | <u>22085</u>             | <u>63585</u>                 | <u>64136</u>                 |
| <b>Payments</b>                     |                            |                          |                              |                              |
| Cost of Generating funds            | 208                        |                          | 208                          | 207                          |
| Charitable Activities               | 39131                      | 19269                    | 58400                        | 53350                        |
| Governance Costs                    |                            |                          |                              |                              |
|                                     | <u>39339</u>               | <u>19269</u>             | <u>58608</u>                 | <u>53557</u>                 |
| <b>Total Payments</b>               | <u>39339</u>               | <u>19269</u>             | <u>58608</u>                 | <u>53557</u>                 |
| Excess of receipts<br>over payments | <u>2161</u>                | <u>2816</u>              | <u>4977</u>                  | <u>10579</u>                 |

**Lochgilphead Parish Church**

**Statement of Balances as at 31st December 2019**

|  | <u>Unrestricted<br/>Funds</u> | <u>Restricted<br/>Funds</u> | <u>Total<br/>2019</u> | <u>Total<br/>2018</u> |
|--|-------------------------------|-----------------------------|-----------------------|-----------------------|
| <b>Bank and Deposit Balances Brought Forward</b>     | 5271                          | 54431                       | 59702                 | 49123                 |
| <b>Transfers</b>                                     | 2000                          | -2000                       | 0                     | 0                     |
| <b><u>Movement in Year:-</u></b>                     |                               |                             |                       |                       |
| <b>Excess of Receipts over Payments for the year</b> | 2161                          | 2816                        | 4977                  | 10579                 |
| <b>Bank and Deposit Balances Carried Forward</b>     | <u>9432</u>                   | <u>55247</u>                | <u>64679</u>          | <u>59702</u>          |
| <b><u>Investments at Market Value</u></b>            | <u>788</u>                    | <u>3348</u>                 | <u>4136</u>           | <u>3705</u>           |
| <b><u>Liabilities</u></b>                            | <u>0</u>                      | <u>0</u>                    | <u>0</u>              | <u>0</u>              |

The Accounts were approved by the Kirk Session on

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For and on behalf of the Kirk Session:-

Session Clark

(Signed) A S Taylor

Treasurer

(Signed) Mary MacDonald



**Lochgilphead Parish Church  
Notes To Accounts**

**1. Trustee Remuneration and Related Party Transactions**

Rev H C Smith received £1,920.30 for travelling Expenses, and £1,1689.96 for Council Tax.  
Arrears of rent for Ardmore Manse amounting to £1,500 were also paid.

**2. Movement in Funds**

**Unrestricted Funds**

|                 | Balance<br>1st Jan 2019 | Receipts     | Payments     | Transfers   | Balance<br>31st Dec 2019 |
|-----------------|-------------------------|--------------|--------------|-------------|--------------------------|
| General Fund    | 4836                    | 40462        | 38855        | 2000        | 8443                     |
| Benevolent Fund | 46                      |              |              |             | 46                       |
| Guild Fund      | 389                     | 1038         | 484          |             | 943                      |
|                 | <u>5271</u>             | <u>41500</u> | <u>39339</u> | <u>2000</u> | <u>9432</u>              |

**Restricted Funds**

|                          |              |              |              |              |              |
|--------------------------|--------------|--------------|--------------|--------------|--------------|
| Social Fund              | 2907         | 18110        | 10077        | -6800        | 4140         |
| Fabric Fund              | 3713         | 1045         | 2765         | 2400         | 4393         |
| Consol Fabric Fund @ 121 | 2634         | 1522         | 308          |              | 3848         |
| Renewal Project          | 43838        | 1037         | 5470         | 2400         | 41805        |
| Guild Flower Fund        | 288          | 0            | 0            |              | 288          |
| Youth Fund               | 1051         | 371          | 649          |              | 773          |
|                          | <u>54431</u> | <u>22085</u> | <u>19269</u> | <u>-2000</u> | <u>55247</u> |

|                    |              |              |              |          |              |
|--------------------|--------------|--------------|--------------|----------|--------------|
| <b>Total Funds</b> | <u>59702</u> | <u>63585</u> | <u>58608</u> | <u>0</u> | <u>64679</u> |
|--------------------|--------------|--------------|--------------|----------|--------------|

**Purpose of Designated Funds:**

**Fabric Fund:** This fund is for the ongoing maintenance of the Church/Hall/Manse

**Social Fund:** This fund is to offset the running of social events in the Church and also donates to special purposes,etc - Fabric Fund & Project fund

**Project Fund:** This fund is held solely for the future development and refurbishment of the Hall and Church and is funded by social events and other fundraising activities

| <b><u>3 Analysis of Donations</u></b> | <b><u>Unrestricted</u></b> | <b><u>Restricted</u></b> | <b><u>Total<br/>2019</u></b> | <b><u>Total<br/>2018</u></b> |
|---------------------------------------|----------------------------|--------------------------|------------------------------|------------------------------|
| FWO Scheme                            | 2364                       |                          | 2364                         | 2270                         |
| Gift Aid Donations                    | 17861                      |                          | 17861                        | 16402                        |
| Tax recovered on G/A donations        | 6510                       |                          | 6510                         | 6339                         |
| Ordinary offerings (open plate)       | 3157                       |                          | 3157                         | 4604                         |
| Retiring Offering                     | 972                        | 285                      | 1257                         | 736                          |
| Donations etc.                        | 3059                       | 340                      | 3399                         | 4588                         |
| Hall                                  |                            | 4912                     | 4912                         | 4760                         |
| Interest                              | 32                         | 102                      | 134                          | 134                          |
| Life & Work                           | 336                        |                          | 336                          | 399                          |
| Funerals and Weddings                 | 1702                       |                          | 1702                         | 180                          |
| Pulpit Supply Reimbursed - POR etc    |                            |                          |                              | 390                          |
| Consolidated Fabric Fund '121'        |                            | 1522                     | 1522                         | 1508                         |
| Social Fund Events                    |                            | 1769                     | 1769                         | 2024                         |
| Fundraising                           | 4529                       | 1036                     | 5565                         | 4734                         |
| Café                                  |                            | 11440                    | 11440                        | 12586                        |
| Guild                                 | 978                        |                          | 978                          | 1196                         |
| Guild Flowers                         | 0                          |                          |                              | 100                          |
| Youth Fund                            |                            | 371                      | 371                          | 356                          |
| Manse Repairs                         |                            | 308                      | 308                          | 830                          |
|                                       | <b>41500</b>               | <b>22085</b>             | <b>63585</b>                 | <b>64136</b>                 |

#### **4 Analysis of Payments**

##### **Cost of generating funds**

|                    |     |  |     |     |
|--------------------|-----|--|-----|-----|
| Offering envelopes | 208 |  | 208 | 207 |
|--------------------|-----|--|-----|-----|

##### **Charitable Activities**

|                                |       |      |       |       |
|--------------------------------|-------|------|-------|-------|
| Ministry & Mission             | 22985 |      | 22985 | 22048 |
| Pres. Dues                     | 1174  |      | 1174  | 959   |
| Telephone                      | 964   |      | 964   | 806   |
| Ministers Expenses - Travel    | 1920  |      | 1920  | 1185  |
| Pulpit Supply                  | 240   |      | 240   | 720   |
| Pulpit Travel                  | 34    |      | 34    | 102   |
| Organ/Piano Maintenance        | 384   | 299  | 683   | 312   |
| Fabric Repairs & Mtce          |       | 1475 | 1475  | 1665  |
| Licences                       | 78    |      | 78    | 76    |
| Council Tax                    | 1690  |      | 1690  | 1628  |
| Heat & Light                   | 2459  |      | 2459  | 2436  |
| Insurance                      | 2736  |      | 2736  | 2666  |
| Path of Renewal Yr 2 Fees      | 750   |      | 750   | 750   |
| Printing & Stat.               | 43    |      | 43    | 567   |
| Old Manse Rent Arrears/Repairs | 1500  | 308  | 1808  | 3250  |
| Guild Expenses & Alicns        | 484   |      | 484   | 1337  |
| Benevolent Fund                |       |      |       | 0     |
| Social Group Expns             |       | 955  | 955   | 1362  |
| Guild Flower Fund              | 0     |      |       | 165   |
| Renewal Project                |       | 5470 | 5470  | 1200  |
| Life & Work                    | 306   |      | 306   | 328   |
| Advertising                    | 30    |      | 30    | 45    |
| Café                           |       | 5357 | 5357  | 5083  |
| Hall                           |       | 3766 | 3766  | 3238  |
| Grass Cutting                  |       | 840  | 840   | 590   |
| Retiring Offerings & Appeals   | 942   |      | 942   | 440   |
| Miscellaneous                  | 412   | 150  | 562   | 264   |
| Youth Fund                     |       | 649  | 649   | 128   |

|                             |       |       |       |       |
|-----------------------------|-------|-------|-------|-------|
| Total Charitable Activities | 39131 | 19269 | 58400 | 53350 |
|-----------------------------|-------|-------|-------|-------|

|                       |              |              |              |              |
|-----------------------|--------------|--------------|--------------|--------------|
| <b>Total Payments</b> | <b>39339</b> | <b>19269</b> | <b>58608</b> | <b>53557</b> |
|-----------------------|--------------|--------------|--------------|--------------|

## **5. Minister's Stipend**

All Church of Scotland congregations contribute to the National Stipend Fund which bears the cost of all minister's stipends and employers contributions for National Insurance, Pension and Housing and Loan Fund. Minister's 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 £27,585 and the maximum stipend (in the 5<sup>th</sup> and subsequent years of service) £33,899.

## **6. Collection for third parties**

During the year under review retiring offerings were uplifted and disbursed as follows -

|          |  |                        |
|----------|--|------------------------|
| February | Presbytery Malawi Ministers Appeal     | £ 91.93                |
| April    | EMMS International Cyclone Idai Appeal | £ 591.24               |
| October  | MO-MA                                  | £ 116.00               |
| November | Earl Haig Fund                         | £ 142.30               |
|          |  | <b><u>£ 941.47</u></b> |

**APPENDIX**

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

**GROWTH FUND -Unit price at 31/12/19 £5.58**

|                           | <b><u>No. of Units</u></b> | <b><u>Cost of Units</u></b> | <b><u>Market Value</u></b> |
|---------------------------|----------------------------|-----------------------------|----------------------------|
| <b><u>FABRIC FUND</u></b> | 600                        | £1030. 20                   | £3348. 00                  |

**INCOME FUND - Unit price at 31/12/19 £12.50**

|   |    |          |         |
|---|----|----------|---------|
| <b><u>CONGREGATIONAL<br/>INCOME</u></b> | 63 | £464. 94 | £787.50 |
|---|----|----------|---------|