

St Laurence Parish Church of Scotland

Forres

**CONGREGATIONAL ACCOUNTS
2020**

Congregation No: 352079

Charity No: SC000711

Reference and Administrative Information

Charity Name: St Laurence Parish Church of Scotland, Forres
Charity Registration Number: SC000711
Congregation Reference No: 352079
Contact Address: The Treasurer,
Sunnyknowe,
Sanquhar Road,
Forres.
IV36 1DG

Trustees

Kirk Session (All the Kirk Session are members of the Congregational Board)

Mr Peter Taylor (Interim Moderator to 1st November 2020), Mrs Anne Burge, Mrs Doris Dallas, Mrs Sheila Goddard, Mr Victor Goddard, Mr Alistair Hardie, Mrs Pearl Kerr, Mrs Ann Kurylak, Mrs Morag Laird, Mrs Winnie MacDonald-Green, Mr Ian McLennan, Mrs Patricia McLennan, Mrs Angela McRae, Dr Douglas Murray (Treasurer) Mr Alec Reid (Fabric Convener), Mrs Ann Rossiter,

Congregational Board

Mrs Christine Grant, Miss Sheila Grant, Ms Anne Gregson (*retired June 2020*), Mrs Anne McKenzie, Miss Eileen Ross (WFO and Gift Aid Organiser). Mr Norman Thomson (Website)

Church Treasurer: Dr Douglas J Murray
Session Clerk: vacant (Dr Murray acting)
Clerk to Congregational Board: Mrs Sheila Goddard
Minister: Rev Barry J Boyd (retired 28th January) Charge currently vacant.

Independent Examiner

Mr Gordon Scott B.Acc., CA, 34 Ferryhill, Forres. IV36 2GY

Bankers

Bank of Scotland, 102 High St, Forres. IV36 1PA

Trustees' Annual Report

Year ended 31 December 2020

Structure, Governance and Management

Governing Document

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

Recruitment and Appointment of Trustees

All active members of 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 Congregational Board comprises all active elders together with others appointed from within the congregation. 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 is chaired by the minister or Interim Moderator and usually meets eight times in a year. Certain responsibilities are delegated to the Finance Committee and the Property Committee as appropriate. The Kirk Session, which meets after the Congregational Board, 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 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.

All activities have been severely restricted in 2020 by the Covid-19 pandemic. This restriction has included all the prescribed and necessary processes for a vacancy. Many decisions in a vacancy involve open congregational meetings, which are illegal under current regulations.

Trustees' Annual Report (cont.)

Year ended 31 December 2020

Financial Review

In 2019 half of our Offerings Income came each Sunday by Weekly Freewill envelopes or in the Open Plate. Lock-down in March 2020 brought this to a sudden stop. Since then, some members have changed to giving by bank Standing Order (the surest way) or getting their usual commitment to the Treasurer somehow or other. Despite these measures, Offerings Income in 2020 was down by more than £5,000.

Fortunately, our Expenditure was also reduced by the Vacancy Allowance (£10,323) against our Ministry and Mission Allocation, but we still need to pay Supply fees for Sunday services and funerals and to keep the building aired and dry. Over 2020 our overall balance has gone down from £31,680 to £17,760.

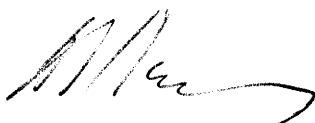
Reserves Policy

It is the Trustees' policy to hold reserves of approximately three months expenditure including designated funds.

Statement of Trustees' Responsibilities

The members of the 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 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,



Dr Douglas J Murray
Acting Session Clerk

Date 21st March 2021

St Laurence Parish Church of Scotland, Forres

SC000711

Report of the Independent Examiner

Independent Examiner's Report to the Trustees of St Laurence Parish Church of Scotland

I report on the accounts of the charity for the year ended 31st December 2020 which are set out on pages 5 to 8.

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.

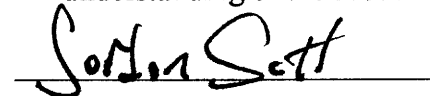
Basis of independent examiner's statement

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 examiners' statement

In the course of my examination, no matter has come to my attention 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 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



dated 22-3-2021

Gordon Scott BAcc, CA
34 Ferryhill,
Forres.
IV36 2GY

St Laurence Parish Church of Scotland, Forres

SC000711

Receipts and payments accounts							
For the period from				to			
	Day	Month	Year		Day	Month	Year
	01	Jan	2020		31	DEC	2020

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 RECEIPTS						
Donations	59,097	-			59,097	67,522
Legacies	-	-			-	-
Grants	41,914	-			41,914	2,261
Receipts from fundraising activities	-	1,171			1,171	167
Gross trading receipts	-				-	-
Income from investments other than land and buildings	50				50	904
Rents from land & buildings					-	-
Gross receipts from other charitable activities	253				253	8,074
Guild Income	251				251	2,193
Church of Scotland Loan & pupil Supply	-	-			-	27,423
A1 Sub total	101,565	1,171	-	-	102,736	108,544
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets	50				50	
Proceeds from sale of investments	-				-	
A2 Sub total	50	-	-	-	50	-
Total receipts	101,615	1,171	-	-	102,786	108,544
A3 Payments						
Expenses for fundraising activities	261				261	248
Gross trading payments	-				-	-
Investment management costs	-				-	-
Payments relating directly to charitable activities	84,993	-			84,993	91,113
Grants and donations	-				-	-
Governance costs:						
Audit / independent examination	-				-	-
Preparation of annual accounts	-				-	-
Legal costs	-				-	-
Other	-				-	-
Guild Expenditure	477				477	2,318
A3 Sub total	85,731	-	-	-	85,731	93,677
A4 Payments relating to asset and investment movements						
Purchases of fixed assets	31,335	-			31,335	130,091
Purchase of investments	-				-	
A4 Sub total	31,335	-	-	-	31,335	130,091
Total payments	117,066	-	-	-	117,066	223,768
Net receipts / (payments)	(15,451)	1,171	-	-	(14,280)	(115,224)
A5 Transfers to / (from) funds						
	-	-			-	
Surplus / (deficit) for year	(15,451)	1,171	-	-	(14,280)	(115,224)

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	32,458	-			32,458	147,682
	Surplus / (deficit) shown on receipts and payments account	(15,451)	1,171			(14,280)	(115,224)
	Cash and bank balances at end of year	17,007	1,171	-	-	18,178	32,458

(Agree balances with receipts and payments account(s))

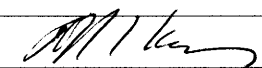
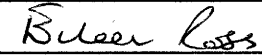
Categories	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
B2 Investments				
		Total		

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
B3 Other assets	Humidifier for Organ	Organ	4,200	1,500	1,700
	Oil Tank Manse	Fabric	1,923	500	700
	Digital Copier	General	2,963	1,200	1,500
	Pulpit Supply	Restricted			782
	Boiler	Fabric	20,391	20,000	
			Total	29,477	23,200

Categories	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
B4 Liabilities	Digital Copier creditor	General	-	678
	Church of Scotland loan	Fabric	-	23,000
	Church of Scotland loan interest	Fabric	-	680
		Total	-	24,368

Categories	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	DR DOUGLAS JOHN MURRAY	21/3/21
	MISS EILEEN ANNE ROSS	21/3/21

St Laurence Church, Forres

Notes to the Accounts

1 Trustee Remuneration and Related Party Transactions

During the year Mr Alistair Hardie was paid £3,261 as organist. For much of 2020 he was furloughed and his reduced salary was refunded from the Coronavirus Job Retention Scheme
Council Tax paid for the manse at 12 Mackenzie Drive amounted to £202
No trustee received any expenses reimbursement

2 Movements in Funds

	At 1st January 2020	Incoming Resources	Outgoing Resources	Transfers see note*	At 31st Dec. 2020
	£	£	£	£	£
Unrestricted funds					
General Fund	23,351	59,589	59,972	(15,765)	7,203
Fabric Fund see note 7	-	41,363	56,617	15,254	-
Designated Flower Fund	164	70		-	234
Designated Memorial & Youth Fund	1,032	-	-	-	1,032
Designated Organ Fund	6,435	342		-	6,777
Sunday School Fund	366	-	-	-	366
Social Activities Fund	338	-	-	-	338
	31,686	101,364	116,589	(511)	15,950
Restricted Funds					
Restricted Fabric Fund	-	1,171	-	-	1,171
Total Funds	31,686	102,535	116,589	(511)	17,121
Church Guild	772	251	477	(40)	506
Overall balance	32,458	102,786	117,066	-	17,627

Endowment and Restricted Funds.

Restricted Fabric Fund

This fund is for legacies or donations where use for expenditure on the congregation's properties has been specified. Currently contains moneys donated to remember the recent ministry of Rev Barry Boyd

Purposes of Unrestricted (Designated) Funds

Fabric Fund:

The Trustees are constantly aware of the substantial continuing costs of maintaining our church and manse. This Fund receives a small but useful Standing Order income as well as the profits from the Sales Table, other occasional donations and the product of special appeals when needed.

Memorial & Youth Fund

The Trustees wish to identify moneys received as legacies (Memorial) or from youth activities expenditure and the Youth moneys as "Start-up" for new activities for the young.
Balance at 31st Dec. 2017 reflects Youth Funds only.

Organ Fund

The Trustees are aware of the potential for substantial costs in maintaining the pipe-organ, and seek to build up a reserve against future needs.

Flower Fund

self explanatory

Sunday School Fund

self explanatory

Social Activities Fund

(Formerly Centenary Fund)

self explanatory

3 See over

St Laurence Church, Forres

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £	Total 2019 £
3. Analysis of Donations				
Donations				
WFO Scheme	15,263		15,263	26,110
Standing Orders	26,715		26,715	20,537
Tax Recovered on Gift Aid Donations	11,303		11,303	12,921
Ordinary Offerings (Open Plate)	882		882	4,717
Other Donations	4,934		4,934	3,237
	59,097		59,097	67,522
Legacies				
Grants				
Berryburn	5,000		5,000	
VAT Recovery Grant	24,466		24,466	2,261
Church of Scotland Re Boiler	10,000		10,000	
HMRC Job Retention Scheme	2,448		2,448	
	41,914		41,914	2,261
Special Fundraising		1,171	1,171	167
Bank & Deposit Interest	50		50	904
Other Charitable Activities				
Weddings and Funerals	170		170	5,526
Use of Premises	83		83	1,347
Other Ordinary General Income				1,201
Pulpit Supply				4,423
	253		253	12,497
Short term loan (see note 7 below)				23,000
	101,314	1,171	102,485	106,351
Church Guild Income	251		251	2,193
	101,565	1,171	102,736	108,544
Proceeds from sale of fixed assets	50		50	
	<u>101,615</u>	<u>1,171</u>	<u>102,786</u>	<u>108,544</u>

4. Analysis of Payments

Charitable activities				
Ministries and Mission Allocation	54,325		54,325	55,231
less Glebe Rent etc	(2,374)		(2,374)	(2,388)
less Presbytery Allowance	(4,426)		(4,426)	
less Vacancy Allowance	(10,323)		(10,323)	
	37,202		37,202	52,843
Presbytery dues	893		893	1,006
	38,095		38,095	53,849
Minister's expenses	1,249		1,249	2,194
Pulpit Supply	268		268	4,359
Other staffing costs	4,429		4,429	6,120
	5,946		5,946	12,673
Printing and advertising	1,100		1,100	1,706
Choir & Music	204		204	198
Other expenses	877		877	777
	2,181		2,181	2,681
Insurance	9,106		9,106	9,209
Heating and Lighting	4,181		4,181	4,437
Council Tax	202		202	2,011
Fabric repairs & Maintenance	2,033		2,033	6,253
	15,522		15,522	21,910
	61,744		61,744	91,113
Refund of short-term loan				
Church of Scotland loan repaid	23,000		23,000	
Loan Interest	249		249	
	23,249		23,249	
	84,993		84,993	91,113
Church Guild expenses	477		477	2,316
	85,470		85,470	93,429
Expenses for fundraising activities	261		261	248
	85,731		85,731	93,677
Purchase of Fixed Assets				
Under Gallery Development	10,944		10,944	
Boiler	20,391		20,391	
	31,335		31,335	130,091
	<u>117,066</u>		<u>117,066</u>	<u>223,768</u>

5 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 £28,137 and the maximum stipend in 5th and subsequent years of service was £34,577.

6 Collections for third Parties

	2020	2019
Crosscach	-	480
Earl Haig Poppy Appeal	20	79
Leprosy Mission (since December 2016)	2,600	777
	<u>2,620</u>	<u>1,336</u>

7 Fabric Fund Expenditure includes repayment of £23,000 short-term loan for under-gallery development