

**Church of Scotland**

**Hamilton Hillhouse Parish Church**

**TRUSTEES' ANNUAL REPORT**

**AND**

**RECEIPTS AND PAYMENTS ACCOUNTS**

**For the Year Ended 31<sup>st</sup> December 2024**

**Church of Scotland Congregational Reference No: 17/1116**

**Scottish Charity No: SC005376**

**Hamilton Hillhouse Parish Church of Scotland**

**SC005376**

**Trustees' Annual Report**

**Year ended 31<sup>st</sup> December 2024**

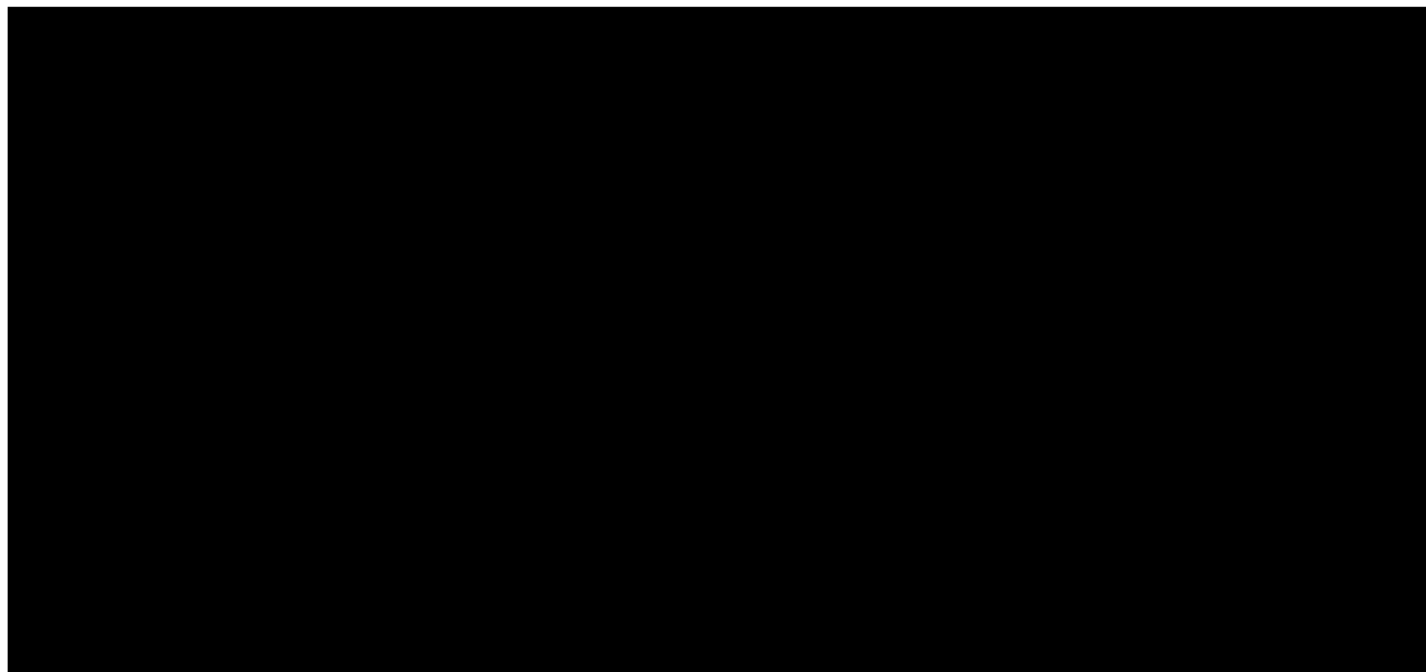
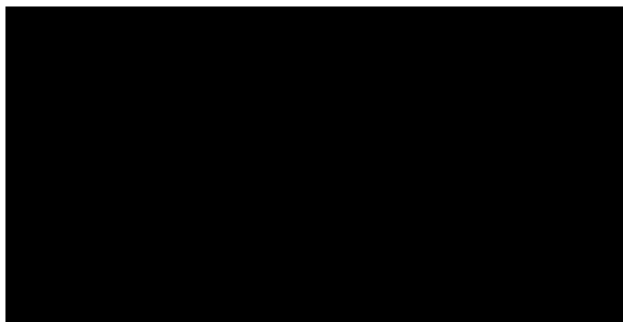
## **Reference and Administrative Information**

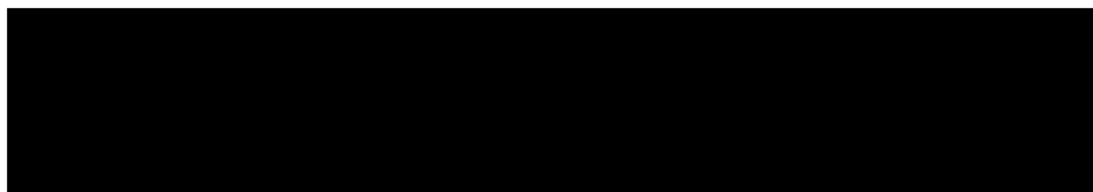
Charity Name: Hamilton Hillhouse Church of Scotland

Charity Registration Number: SC005376

Congregation Reference No: 17/1116

Contact Address:





**Bankers:**

The Royal Bank of Scotland, Hamilton Branch, Palace Towers, Palace Grounds Retail Park, Hamilton ML3 6AD

**Structure, Governance and Management**

**Governing Document**

The Church is a registered charity, number SC005376 and is administered in accordance with the terms of the Deed of Constitution (Unitary Form) 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 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.

**Organisational Structure**

The Kirk Session which meets at least four times a year, is responsible for spiritual and management affairs within the church and incorporates the Finance Committee and the Property Committee and is chaired by the Minister. In addition, there can be several 'ad hoc' meetings of the Kirk Session.

Under the Deed of Constitution (Unitary Form) certain responsibilities are delegated to various Working Groups including; Worship, Finance, Property, Social, Pastoral, Administration & Fellowship. Members of the congregation are co-opted to the groups as required but do not have voting rights.

## 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.

Our main focus this year surrounds the approval of the Mission Plan and how it will affect our church. Our Presbytery have approved the Plan during the year and includes our church entering into a union with another nearby congregation. We see this decision positively and we commenced discussions with them to agree the basis of union. There are clear common areas of mission which we share and we anticipate that the presence of both churches within our respective communities will be successful. We had been working towards completion of the discussions by the end of 2024 however we now anticipate a conclusion by summer 2025. To help the transition towards union we started holding regular joint services and these have proven to be very successful.

Hillhouse Church has regular services of worship on Sunday mornings throughout the year. Additional services are held throughout Holy Week and Advent. The Sacrament of Holy Communion is celebrated four times a year. Home Communion is also available for housebound members unable to attend church.

Our youth activities consist of the Sunday School who join with the main congregation at the start of worship, leaving the sanctuary for their own appropriate form of worship and bible studies following the All-age Talk. At least once a year the children participate in Holy Communion. Other youth activities are the Boys' Brigade and the Girls' Brigade. The organisations associated with the church are included within an annual service of dedication. All leaders working with our young people are cleared through the Protection of Vulnerable Groups Scheme as are those working with vulnerable adults.

For adults there are, the Mens' Club, Guild of Friendship, Social committee (who organise events such as, post services lunches, social evenings, Christmas Fayre etc), all generating much friendship and fellowship among members and others within the local

community. The Guild of Friendship meet once a fortnight on a Tuesday for a chat and also arrange the occasional lunch outing. Both these groups are very friendly and welcoming.

Each Sunday, after worship, coffee and tea are served for the congregation and visitors, both activities fostering further opportunities for friendship and fellowship. This continues to be well attended.

Fellowship and being a welcoming Church are very important to the Congregation and many people comment on how welcome they feel as visitors.

Community groups using the our premises include, Martial Arts, a local tabletop gaming club, singing group, art groups, Earnock and Hillhouse Tenants' Association and slimming clubs. Other occasional include various on-off events such as birthday parties. Our premises are now very well utilised by the local community throughout the week.

Volunteers are a vital part of the work of the Church who serve on committees and working groups.

In addition there are designated roles of Session Clerk, Gift Aid Convener, Congregational Roll Keeper, Treasurer, Safeguarding Coordinator and Property Convener. Elders and a range of members take leading parts in Sunday Worship services including reading scripture and leading prayers of Intercession.

### **Achievements and Performances**

At the end of 2024 there were 297 church members which is a further reduction from the previous year which had a roll of 307. This reduction is due to the death of 3 communicant members and 5 removed by certificate of transfer with 2 removed by resolution of the kirk session. Unfortunately we did not have any new members this year. We will continue to encourage new membership in the coming year although we recognise the challenge this represents in the current circumstances.

Weekly worship attendance is varied on average between 50 and 80 which is still a reducing number from previous years and a trend which is reflected in the national church. On a positive note we are noticing a gradual return of members attending who were still

cautious after the pandemic and this is encouraging. We are noticing several people starting to attend church regularly who are not members. The demographic is broad and this is to be welcomed. We do try to ensure new people are welcomed as much as possible.

We also notice a trend whereby people don't necessarily worship every week. This could be due to a number of reasons and we are looking at possible alternative additional times for worship which might be attractive to the community. This will be explored further with our union church.

The Sunday School has yet to return to pre-pandemic numbers. However we do now have a regular core number of children attending each Sunday with increased numbers of children attending on occasion throughout the year and we are hopeful additional growth will be possible in 2025. The leadership team are doing a wonderful job with many creative ideas. The Sunday School put on an excellent annual nativity play which was only possible through a lot of hard work by leaders and children. The congregation were very appreciative seeing the children play their part.

Hillhouse have had strong links with other churches in the broad local area namely Hamilton Trinity, Blantyre Livingstone Memorial, Blantyre St Andrew's and Blantyre Old. Together we form part of the Phoenix Parish Grouping. This grouping has not been as active in the last couple of years and was on hold. However, we are now part of what is known as a cluster which includes, Gilmour & Whitehill, Blantyre Livingstone Memorial, Blantyre St Andrew's and Blantyre Old and we foresee greater mission working together with these churches. Usually these churches also all collaborate with school chaplaincy and mission by use of resourced initiatives such as Bubble Gum and Fluff and Easter Code. However, again these events have not restarted although these may well restart next year.

We host Community Links (South Lanarkshire) on Thursdays where they offer benefits guidance, job applications assistance, financial guidance and a free café for the local community. This has proven a very successful partnership and we are currently in discussion with them to explore areas where we can work closer together. The Kirk Session felt this was an important community service and offered the use of the church building for free. The charity have given very generous donations when they are able to assist us with running costs.

We have been developing our ecumenical links with St Ninian's and St Cuthbert's churches with a successful summer bible study and joint services - including the service to mark the anniversary of the Saint Margaret Declaration of friendship between the Church of Scotland and Roman Catholic Church in Scotland. We anticipate this will be an annual joint service. We anticipate growing this relationship even more in 2025.

We commenced exploring the possibility of a joint Alpha course with St Ninian's and St Cuthbert's churches and hopefully this is something we may start in 2025.

We have also increased our contact with the Supporting our Community (S.O.C.) charity. Which is a community-based organisation within our parish focussing on helping make the local area a better, happier place through fundraising, events organising and volunteer training course facilitation. We are part of a working group along with St Ninian's & St Cuthbert's churches to help with their community garden and growing initiative.

This year we were approached by S.O.C. to install a defibrillator externally onto our church. This was agreed to and it is now in place offering life saving equipment for our community.

Hamilton Hillhouse undertakes chaplaincy to two local primary schools and shared chaplaincy to the local non-denominational high school.

Throughout the year there was 3 baptism and 10 funerals. This represents an increase number of baptisms and a decrease of funerals from last year.

The sanctuary is equipped with a loop system for those with hearing aids. The A/V system installed in the sanctuary continues to enhance and encourage worship. The church website continues to be down however discussions have commenced in respect to reinstating it and hopefully will be operational in 2025. Our plans to install cameras which would allow us to stream services has not come to fruition as yet. We will review that during 2025.

We continue to use social media to promote activities in the church and this has proven very useful particularly the ease and speed in which information can be distributed. The



Church Facebook page is now a major communication tool for the congregation and also the local community. We operate the page with four administrators, and this ensures we can keep news up to date. The use of social media was essential during the year as we endeavoured to keep people up to date.

The Boys' Brigade continue to operate and numbers of boys participating remain encouraging. They now meet on a Monday evening. We reported last year that the BB was under threat however this has not happened, and the company is operating well. We held several meetings with the leaders together with representatives from Battalion to offer advice and support. This engagement will continue through 2025. It is essential that we continue to engage with the leaders to help as much as possible and we have allocated an elder to be associated with the company.

The Girls' Brigade meet on most Tuesday evenings. The number of Girls attending are now around 20. There are 10 leaders plus others which can provide emergency cover if necessary. The Brigade once again held a summer camp, and it was a huge success. Plans are in place for 2025 for a trip to Paris.

Both our uniformed organisations are a vital asset for the youth within our community and the volunteer leaders are very much appreciated by the Kirk Session and the congregation.

The Guild of Friendship is a small easy going group with a guaranteed hearty welcome for all who wish to come along. They meet every two weeks. The group is open to anyone in the congregation and visitors. Most of the group are of more experienced years and this is one of our challenges to attract a younger age range albeit this is not easy given the time of the meeting. The meetings comprise of a welcome tea and coffee, fellowship and occasionally interesting speakers.

The Men's Club which is now in its 23rd year is a small, but enthusiastic group of around 20 members with an average attendance of 14 to 15 which meets once a month on a Monday evening between September and March. On these evenings there are speakers whose subjects over the years have included: the church, science, politics, health, travel, history, industry, football, music and many more and there is always tea, coffee and

biscuits. There is usually one outing during the year and they enjoy an annual post Christmas dinner out together. Meetings are open to all and members are always glad to welcome ladies as well as men to come along on any occasion.

The club continues to support the Multiple Sclerosis Society in any way it can including, with additional help from the congregation, an annual donation to help support its work, usually through MS Awareness Week.

Our Property Committee are a dedicated group of volunteers who work extremely hard to ensure the church buildings, grounds and manse are kept in very good condition. This group save substantial amounts of money for the congregation. The members of the committee continued to ensure our buildings remain in excellent condition throughout the year.

During the year the congregation raised a fantastic sum of money through donation for our Christmas fund which is used to purchase food vouchers and gifts to distribute through the local primary schools to the most vulnerable of the families within our parish.

We held our first Christmas Fayre since before the pandemic and although a lot of hard work it was very successful. We are indebted to all the volunteers who helped make it a great day and of course thanks are due to the local community who supported the event.

## **Financial Review**

The principal source of income is voluntary giving either through weekly offerings or direct standing order.

Our income has decreased, and we were able to meet our obligations with a small deficit of just over £1,559 which is a fantastic achievement under the very challenging extraordinary circumstances.

We have tried to encourage on-line banking to help with income however there hasn't been as much uptake as we would have liked but will continue to offer this facility and also explore other ways of giving.

Once again we require to review the opportunities for Congregational giving in 2025.

The overall deficit on the unrestricted fund was £2,153 and on the restricted fund a surplus of £593.

However, taking into account our balances from last year our total overall cash balances are down by just under £2,153. The deficit is due to careful management of expenditure and voluntary work to keep costs down.

We were unable to apply for all Gift Aid tax recovery this year as we have a new Gift Aid convenor who is still engaging with the process. This will be pursued in 2025.

Note: These figures are based on the income received from the congregation and donations excluding organisations restricted funds.

We met all our financial commitments and our Ministry and Mission contribution for 2024 was paid in full. Other income has been generated from donations and rental of the premises.

The principal source of income for the church is derived mainly from the weekly offerings, donations and Gift Aid recovery. The giving of the congregation continues to be exceedingly generous throughout the year.

The Gift Aid tax recovered amounted in total to £391 which is an increase of £77 over the previous year. This figure reflects our Gift Aid convenor's hard work. We continue to encourage members who are tax payers to join our Gift Aid scheme.

Our Fabric Fund is ring fenced for particular identified building improvement projects. It currently amounts to £7515. This is fantastic position to be which reflects the dedicated hard work and giving of our congregation.

Throughout the year we have continued to maintain our buildings and have paid particular

attention to making sure that we stay on top of any significant fabric issues that arise and need to be repaired or developed in order for our premises to remain viable for church use and to be available for the local community and the other charities that make use of our premises. The repairs are carried out by a dedicated Property Committee who by their endeavours ensure the cost of church and manse maintenance is kept down to an absolute minimum.

The financial position of the church is quite remarkable. We are very fortunate to have such a wonderful giving church membership.

### **Reserves Policy**

The charity trustees have considered the reserves required and have taken into account their current and future liabilities. It is the Trustees' Policy to usually hold reserves of approximately two months' expenditure including designated funds, however this was not always possible during the year. At the year end the Church held unrestricted funds of £29,490. The church also held £7,515 restricted funds.

### **Risk Management**

The Church in common with many churches face a potential for reduced income due to several factors such as falling congregation numbers and ageing congregation with reduced income. We recognise this results in fewer of the congregation being able to produce similar or increased income requirements. This is potentially unsustainable and the situation in common with most churches requires regular review by the financial committee. Regular raising of Stewardship awareness to the congregation is necessary with particular emphasis on the merits of gift aid and use of standing orders.

Risk Management is in itself an issue facing the congregation and this will be reviewed during 2025.

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


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,

 Session Clerk  


Date:

27/5/25 

# **Independent Examiner's Report to the Trustees of Hamilton Hillhouse Parish Church**

I report on the accounts of the charity for the year ended 31st December 2024.

## **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**

An 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 *[other than disclosed below\*]*

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.

Name

IFA FIPA FFTA

Address:

Date 4/6/2025

**At 31 December 2024**

	Unrestricted	Restricted	Endowment		
	Funds	Funds	Funds	Total	Total
	2024	2024	2024	2024	2023
Note	£	£	£	£	£

### Bank & Deposit Balances

Bank & deposit balances	£	31,643	£	6,922	£	38,564	£	21,413
brought forward								

**Movement in year:**

Excess of Receipts over Payments for the year	-£	2,153	£	593	-£	1,559	£	17,151
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Bank & deposit balances					
carried forward	£	29,490	£	7,515	£ 37,005
					£ 38,564

Investments at market value

Cost	1990	1991	1992	1993	1994
1. Direct costs	100	100	100	100	100
2. Indirect costs	100	100	100	100	100
3. Total costs	200	200	200	200	200

Assets

Gill Aid Receivable	€	391					€	314
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### Liabilities

Cost of repair not yet billed	£	150	£	-
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The accounts were approved by the Kirk Session and Financial Board on 27/5/25.

For and on behalf of the Kirk Session and Financial Board

### Session Clerk

**Treasurer**

**Hamilton Hillhouse Parish Church**  
**Receipts and Payments Account**  
**Year ended 31 December 2024**

		Unrestricted Funds 2024 £	Restricted Funds 2024 £	Endowment Funds 2024 £	Total 2024 £	Total 2023 £
<b><u>Receipts</u></b>	<b>Note</b>					
Donations	3	£ 76,192	£ -		£ 76,192	£ 79,214
Legacies						
Activities for Generating Funds						
Bank & Deposit interest		£ 460	£ 102		£ 561	£ 336
Investment income						
Rental of premises						
Sale of assets						
Sale of investments						
Grants						
Receipts from General Trustees						
Transfer of Union Balance						
Other Receipts	4					
<b><u>Total Receipts</u></b>		<u>£ 76,652</u>	<u>£ 102</u>		<u>£ 76,753</u>	<u>£ 79,550</u>
<b><u>Payments</u></b>	<b>5</b>					
Costs of generating funds						
Charitable activities		£ 78,696			£ 78,696	£ 63,482
Governance costs		£ 600			£ 600	£ 600
<b><u>Total Payments</u></b>		<u>£ 79,296</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 79,296</u>	<u>£ 64,082</u>
<b>Excess of Receipts over Payments for the year before transfers</b>						
<b>Transfers</b>		-£ 492	£ 492		-£ 0	
<b>Excess of Receipts over Payments for the year</b>		<u>-£ 2,153</u>	<u>£ 593</u>	<u>£ -</u>	<u>-£ 1,559</u>	<u>£ 15,468</u>



## **Hamilton Hillhouse Parish Church**

### **Statement of Balances**

#### **Notes to the Accounts**

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

During the year 1 trustee received reimbursement of expenses incurred totalling £1,120.00.

#### **2. Movements in Funds**

	At 1 Jan 2024 £	Receipts £	Payments £	Transfers £	At 31 Dec 2024 £
<b>Unrestricted funds</b>					
Designated Fabric Fund					
Designated Music Fund					
Designated Sunday School Fund					
General Fund	£ 31,643	£ 76,652	£ 78,804		£ 29,490
	£ 31,643	£ 76,652	£ 78,804	£ -	£ 29,490
<b>Restricted funds</b>					
Fabric Fund	£ 6,922	£ 102		£ 492	£ 7,515
Flower Fund	£ 280	£ -			£ 280
New Hall Fund					
Youthworker Fund					
	£ 7,202	£ 102	£ -	£ 492	£ 7,795
<b>Endowment funds</b>					
The Smith Bequest					
The Jones Legacy					
<b>Total funds</b>	£ 38,844	£ 76,753	£ 78,804	£ 492	£ 37,285

#### **Purposes of Designated Funds**

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

Music Fund: The Trustees have set aside funds for the purchase of music resources for use in worship.

Sunday School Fund: The Trustees have not yet set aside funds for use by the Sunday School.

#### **Purposes of Restricted Funds**

Flower Fund: This is a fund to provide flowers for display during services of worship

New Hall Fund: This is a fund to assist with the cost of building a new hall adjoining the current building

Youthworker Fund: This is a fund to be used towards the payment of the youth worker's salary

#### **Purposes of Endowment Funds**

Income from the Smith Bequest is to be used to provide Sunday school teaching materials.

Income from the Jones Legacy is to be used to provide music resources

A description should be entered for each endowment, restricted or designated fund.

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Endowment Funds 2024 £	Total 2024 £	Total 2023 £
<b>3. Analysis of Donations</b>					
WFO Scheme (non Gift Aid)	£ 2,211			£ 2,211	£ 3,004
Gift Aid Donations	£ 34,639			£ 34,639	£ 26,828
Tax Recovered on Gift Aid Donations	£ 7,145			£ 7,145	£ 10,130
Ordinary Offerings (Open Plate)	£ 32,197	£ -		£ 32,197	£ 39,587
Other Offerings, Donations etc					
	<u>£ 76,192</u>	<u>£ -</u>		<u>£ 76,192</u>	<u>£ 79,549</u>
<b>4. Analysis of Other Income</b>					
Life and Work Donations					
Utility Refunds/Insurance Claim					
<b>5. Analysis of Payments</b>					
<b>Costs of generating funds</b>					
Investment Managers' fees					
Offering envelopes					
<b>Charitable activities</b>					
Ministries & Mission allocation	£ 45,890				£ 36,510
Presbytery dues	£ 1,363				£ 1,065
Voluntary Additional Stipend					
Minister's expenses	£ 1,120				£ 991
Ministerial Assistance					
Pulpit supply					
Other staffing costs	£ 3,896				£ 4,430
Fabric repairs & maintenance	£ 8,115				£ 5,400
Council Tax	£ 2,896				£ 2,825
Heat and light	£ 5,896				£ 2,744
Insurance	£ -				£ 1,084
Other building costs	£ 2,839				£ 4,009
Church office expenses	£ 2,853				£ 1,667
Organ & music	£ 1,272				£ 1,224
Printing, stationery and postage					
Other expenses	£ 3,156				£ 2,133
	<u>£ 79,296</u>	<u>£ -</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 64,082</u>
<b>Governance costs</b>					
Independent examiner's fees					
<b>Other payments</b>					
Purchase of assets					
Purchase of investments					

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 £31,642 And the maximum stipend (in the firth and subsequent years) £38,884.

2024	2023
£	£

7. Collections for Third Parties

Scottish Bible Society  
Christian Aid  
Etc

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