

**The Church of Scotland**  
**Buckhaven and Wemyss Parish Church**

**RECEIPTS AND PAYMENTS ACCOUNTS**

**for year ended 31st December 2023**

**Congregation No: 251533**

**Charity No: SC 009495**

## Reference and Administrative Information

Charity Name: Buckhaven and Wemyss Parish Church

Charity Registration Number: SC009495

Congregation Reference No: 251533

Contact Address:

**Trustees**

**Kirk Session**

**Congregational Board**

**Principal Office-bearers**

Minister: (Interim Modera

Session Clerk

Clerk to the Board:

Church Treasurer:

**Independent Examiner**

**Bankers**

Royal Bank of Scotland

23/25 Rosslyn Street

Kirkcaldy

Fife. KY1 3HW

# **Trustees' Annual Report**

## **Year ended 31 December 2023**

### **Structure, Governance and Management**

#### **Governing Document**

The Church is administered in accordance with the terms of the Deed of Constitution (or Deed of Constitution (Unitary Form)).

#### **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 is chaired by the minister and meets 10 times in a year. The Kirk Session which meets 10 times a year 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.

## Trustees' Annual Report (cont)

Year ended 31 December 2023

### Achievements and Performance

During the past year worship has taken place in both buildings, at the Church in West Wemyss and also once a month in the chapel in the theatre building. At both places of worship the services were filmed by [REDACTED] and then added to Facebook and also on to DVD. The number of people viewing the service on Facebook has remained around the same number as last year. People receiving the service on DVD has decreased a little, however there are times when individuals approach [REDACTED] to receive additional copies for friends and family. We would like to record our thanks to [REDACTED] for all his work in enabling our Church services to be accessed in this way.

Pastoral care to the elderly in our Church continues with [REDACTED] aiming to maintain with those who are unable to attend. Visits to members in the local care homes continue and [REDACTED] is glad for the support she receives from members of the Kirk Session in this task. Presently we have church members in long term care in places such as Kirkcaldy, Kennoway and Lundin Links. Contact is also kept with those who attend the Friendly Circle and the Prayer Shawl Ministry group members who have people that maintain contact by sending out cards etc and it is right to acknowledge their invaluable support-thankyou.

Serving in the heart of the community [REDACTED] is also called upon regularly to conduct weddings and funerals.

Contact also continues with the three primary schools in our parish and Levenmouth Academy. In these places [REDACTED] also serves on the Parent Council and aims through this to be as supportive as she can be. This year the pupils from both East Wemyss and Coaltown of Wemyss Primaries visited the Church in West Wemyss. Buckhaven Primary School pupils hold their assemblies/shows in the school hall.

In addition to school contacts [REDACTED] continues as chaplain to the Air Cadets in Leven and serves on the Church of Scotland's committee on Chaplains to His Majesty's Forces. These duties do include evening work and a few trips to Edinburgh for meetings.

The listening service at the surgery that [REDACTED] provides for the NHS continues and very recently the return to face to face meetings in Airlie Medical Practice resumed. The number of people using the listening service has slightly decreased in our area. However the number of people attending the Cancer Care Support Group which was a new initiative last year has increased. This group now meets in Methilhill and Denbeath Parish Church Hall once a month and people who attend journey from as far afield as Leven, Lundin Links, Methil to do so.

At Kirk Session and Board meetings, [REDACTED] supports the members in anyway she can. Often this is sharing news of what she has witnessed needing support in the parish that the church can respond too. At other times she offers a listening ear for support to anyone who requires it. At Fife Presbytery [REDACTED] serves on the Pastoral Care Task Group and was recently commissioned as a Presbytery Chaplain during a meeting in Dunfermline Abbey.

In all that has been mentioned [REDACTED] gives thanks to the Kirk Session, Congregational Board members and friends of the Church who support her in her ministry, giving thanks for all that is achieved by everyone in Christ's name.

## **Financial Review**

Income is generated from weekly offerings, monthly standing orders, donations, fundraising and funeral donations.

Claims for Gift Aid relating to 2021/22 and 2022/23 tax years were received in December 2023 and are shown in these 2023 Annual Accounts. The Gift Aid claim relating to 2023/24 will be claimed after 31/03/24 and show in the 2024 Annual Accounts.

Work is still ongoing with Stewardship and Finance and local banks relating to the dormancy of two funds - Russell Bequest and The Irene Martin Memorial Fund.

## **Reserves Policy**

It is the Trustees policy to hold reserves of approximately 3 months expenditure including designated funds.

## **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,

 .....

**Date: 29th April 2024**

## **Independent Examiner's Report to the Trustees of Buckhaven and Wemyss Parish Church**

I report on the accounts of the charity for the year ended 31st December 2023, which are set out on pages 7 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**

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**

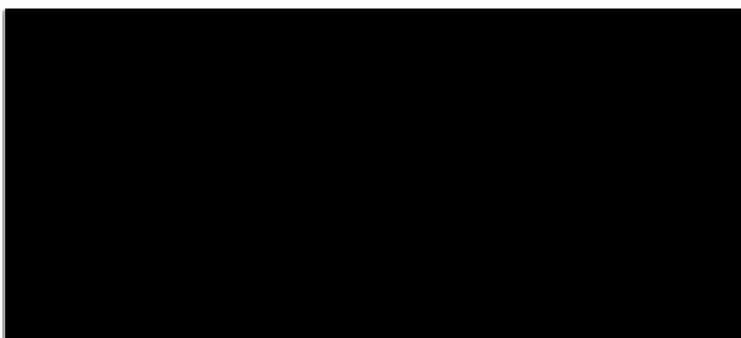
In the course of my examination, no matter has come to my attention

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.

**Signature:**

**Name:**

**Address:**



**Date:** 29th April 2024

**Buckhaven and Wemyss Parish Church**  
**Receipts and Payments Account**  
**Year ended 31 December 2023**

		Unrestricted	Restricted	Endowment		
		Funds	Funds	Funds	Total	Total
		2023	2023	2023	2023	2022
<b><u>Receipts</u></b>	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations	<b>3</b>	32947	0	0	32947	25567
Legacies		0	0	0	0	0
Activities for Generating Funds		893	0	0	893	949
Bank & Deposit interest		8	0	0	8	1
Investment income		14794	0	2893	17687	11348
		<u>48642</u>	<u>0</u>	<u>2893</u>	<u>51535</u>	<u>37865</u>
Rental of premises		11400	0	0	11400	11400
Sale of assets		0	0	0	0	0
Sale of investments		0	0	0	0	0
Grants		0	0	0	0	0
Receipts from General Trustees		0	0	0	0	0
Receipts from other Charitable Activities		0	1216	0	1216	450
Transfer of Union Balance		0	0	0	0	0
Other Receipts		307	0	0	307	13
<b><u>Total Receipts</u></b>	<b>4</b>	<u>60349</u>	<u>1216</u>	<u>2893</u>	<u>64458</u>	<u>49728</u>
<b><u>Payments</u></b>						
Costs of generating funds						
Charitable activities		50078	0	0	50078	49331
Grants and donations	<b>6</b>	0	1216	0	1216	450
Governance costs		0	0	0	0	0
<b><u>Total Payments</u></b>	<b>5</b>	<u>50078</u>	<u>1216</u>	<u>0</u>	<u>51294</u>	<u>49781</u>
<b>Excess of Receipts over Payments for the year before transfers</b>		10271	0	2893	13164	(53)
<b>Transfers</b>		0	0	0	0	0
<b>Excess of Receipts over Payments for the year</b>		<u>10271</u>	<u>0</u>	<u>2893</u>	<u>13164</u>	<u>(53)</u>

**Buckhaven and Wemyss Parish Church**  
**Statement of Balances**  
**At 31 December 2023**

	Unrestricted Funds 2023 Note £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
Bank & deposit balances - brought forward	4072	0	10015 *	14087 *	14089

**Bank & Deposit Balances**

**Movement in year:**

Excess of Receipts over Payments for the year	13164	0	336	13500	-53
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Bank & deposit balances

carried forward	17236	0	10351 *	27587 *	14036
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\* Restated amounts reflecting fund values detailed in The Church of Scotland Investors Trust Certificate of Investments.

	No. Units	Cost £	Market Value £ 2023	Market Value £ 2022
<b><u>Investments at market value</u></b>				

**Deposit Fund**

78866 83531

**Growth Fund**

General Purposes	610	347	3556	3294
General Purposes	13922	45606	81165	75179
Catechist Fund	3242	8115	18901	17507
Mrs Katherine E. Gibson Legacy	40	70	233	216
Steele's Legacy	236	422	1376	1274
Hendrie Memorial Fund	208	499	1213	1123
Robb Legacy	34	100	100	184
Polson Bequest	24	71	71	130
Organ Fund	107	315	624	578
Bennett Fund	5665	19994	33027	30591

**Assets**

Gift Aid Receivable	3679			4464
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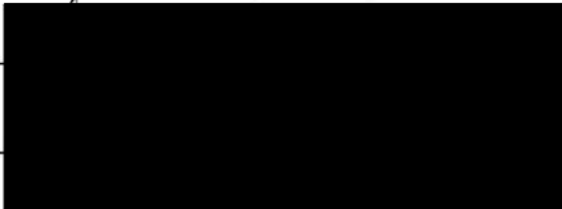
**Liabilities**

Cost of repair not yet billed	720 *			0
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\* Emergency repairs (windows boarding up) to Buckhaven Church in December 2023 allocated by 121 to a Temporary Fund

The accounts were approved by the Kirk Session and Financial Board on 29/04/2024.

For and on behalf of the Kirk Session and Financial Board

\_\_\_\_\_  
  
\_\_\_\_\_  
Session Clerk  
Treasurer  
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# **Buckhaven and Wemyss Parish Church**

## **Statement of Balances**

### **Notes to the Accounts**

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

our Parish Assistant was reimbursed for some expenses incurred in carrying out her roles as follows:

Telephone	£120
Travel	£2,158
Expenses	£320

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

	At 1 Jan 2023 £	Receipts £	Payments £	Transfers £	At 31 Dec 2023 £
<b>Unrestricted funds</b>					
General Fund	3342	63286	50543	0	16085
Guild	612	1172	751	0	1033
Designated Buckhaven Theatre	117	0	0	0	117
	<u>4072</u>	<u>64458</u>	<u>51294</u>	<u>0</u>	<u>17236</u>
<b>Endowment funds</b>					
CFF Loan	69	3	0	(3)	69
General Congregational Purposes	0	1744	0	(1744)	0
Bennett Fund	8152 *	680	0	(680)	8450 *
Designated Evangelism Fund	136 *	0	0	0	141 *
Hendrie Memorial Fund	161	25	0	(25)	167 *
Designated Fabric Fund	21 *	0	0	0	22 *
Organ Fund	212 *	13	0	(13)	220 *
Steele Legacy	524 *	28	0	(28)	543 *
Catechist Fund	0	389	0	(389)	0
Gibson Fund	0	5	0	(5)	0
Polson Bequest	0	3	0	(3)	0
Robb Legacy	0	4	0	(4)	0
Russell Bequest	60	0	0	0	60
The Irene Martin Memorial Fund	679	0	0	0	679
Gain in fund values (1/1/23 - 31/12/23)		336 *	0	0	
	<u>10015 *</u>	<u>3229</u>	<u>0</u>	<u>(2893)</u>	<u>10351 *</u>
<b>Total funds</b>	<u>14087 *</u>	<u>67687</u>	<u>51294</u>	<u>(2893)</u>	<u>27587</u>

\* Restated amounts reflecting fund values detailed in The Church of Scotland Investors Trust Certificate of Investments.

### Purposes of Designated Funds

Buckhaven Theatre: The Trustees have set up this fund for partial running costs of the Theatre Complex

Evangelism Fund: The Trustees have set up this fund to meet the evangelical needs of the Parish

Fabric Fund: The Trustees have set up this fund for the maintenance of the Church property

### Purposes of Endowment Funds

Income from the **Bennett Fund** is to be used for the Youth of the Parish

Income from the **Hendrie Memorial Fund** is to be used for Elder Training

Income from the **Organ Fund** is to be used for servicing the organ

Income from the **Steele Legacy** is to be used for the deserving poor of East Wemyss

Income from the **Catechist Fund** is to be used to augment the General Fund

Income from the **Gibson Legacy** is to be used to beautify the Parish Church of Wemyss

Income from the **Polson Bequest** is to be used to provide Sunday School teaching materials

Income from the **Robb Legacy** is to be used for cleaning the Church

Income from the Russell Bequest is to be used for the poor of the Congregation

Income from the **Irene Martin Fund** is to be used to provide a Sunday /School Prize when appropriate

	Unrestricted Funds 2023 Note £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
<b>Analysis of Donations</b>					
WFO Scheme (non Gift Aid)	4820	0	0	4820	5108
Gift Aid Donations	12930	0	0	12930	11537
Tax Recovered on Gift Aid Donations	5791	0	0	5791	0
Ordinary Offerings (Open Plate)	5252	0	0	5252	6320
Other Offerings, Donations etc	<b>6</b> 4154	1216		5370	3052
	<b>3</b> 32947	1216	0	34163	26017
<b>Analysis of Other Income</b>					
Activities for Generating Funds	893	0	0	893	949
Rental of premises	11400	0	0	11400	11400
Bank & Deposit interest	8	0	0	8	1
Investment income	14794	0	2893	17687	11348
Life and Work/Newsletter Donations	168	0	0	168	13
Utility Refunds/Insurance Claim	139	0	0	139	0
	27402	0	2893	30295	23711
<b>3 Total Receipts</b>	<b>4</b> 60349	1216	2893	64458	49728

		Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
	Note					
<b>4 Analysis of Payments</b>						
<b>Costs of generating funds</b>						
Investment Managers' fees		0	0	0	0	0
Offering envelopes		137	0	0	137	0
		<u>137</u>	<u>0</u>	<u>0</u>	<u>137</u>	<u>0</u>
<b>Charitable activities</b>						
Ministries & Mission allocation	7	5284	0	0	5284	13453
Presbytery dues		967	0	0	967	1113
Voluntary Additional Stipend		0	0	0	0	0
Minister's expenses		2477	0	0	2477	2022
Ministerial Assistance		0	0	0	0	0
Pulpit supply		4100	0	0	4100	3060
Other staffing costs		2450	0	0	2450	2600
Fabric repairs & maintenance		20249	0	0	20249	14449
Council Tax		0	0	0	0	0
Heat and light		5795	0	0	5795	4524
Insurance		6866	0	0	6866	6491
Other building costs		0	0	0	0	0
Church office expenses		0	0	0	0	0
Organ & music		290	0	0	290	522
Printing, stationery and postage		123	0	0	123	48
Other expenses		1239	1216	0	2455	1499
		<u>49840</u>	<u>1216</u>	<u>0</u>	<u>51056</u>	<u>49781</u>
<b>Governance costs</b>						
Independent examiner's fees		100	0	0	100	0
<b>5 Total Payments</b>		<u>50078</u>	<u>1216</u>	<u>0</u>	<u>51294</u>	<u>49781</u>
					<b>2023</b>	<b>2022</b>
					<b>£</b>	<b>£</b>
<b>6 Collections for Third Parties</b>						
Christian Aid					587	100
Levenmouth Foodbank					55	350
Church Treasurer Retiral					575	0
					<u>1216</u>	<u>450</u>

## 7 Minister's Stipend

All Church of Scotland congregations contribute to the National Stipend Fund which bears the cost of all minister's stipends and employer's contributions for national insurance, pension and housing and loan fund. For the year under review the minimum stipend was £30,135 and the maximum stipend (in the fifth and subsequent years £37,032.)

For 2023, the gross G2G contribution was £23,072 less Stipend Endowment Income of £6,592 and Vacancy Allowance of £11,196 resulting in a net Giving to Grow contribution of £5,284.

## APPENDIX

### FUNDS HELD ON BEHALF OF THE CONGREGATION

#### BY THE CHURCH OF SCOTLAND GENERAL TRUSTEES

	2023 £	2022 £
<b><u>CAPITAL ACCOUNT</u></b>		
Credit Balances held at 31 December at cost - Consol. Fabric Fund 1	0	29041
Credit Balances held at 31 December at cost - Consol. Fabric Fund 2	98625	83531
Market Value of Balances at 31 December	31559	44723
<b><u>REVENUE ACCOUNT</u></b>		
Credit Balance at 31 December	6126	2000