

THE CHURCH OF SCOTLAND

Receipts and Payments Account.

PORTKNOCKIE PARISH CHURCH ACCOUNTS

CONGREGATIONAL NO: 352092

Scottish Charity No SC 014485

For the Year Ended 31st December 2024

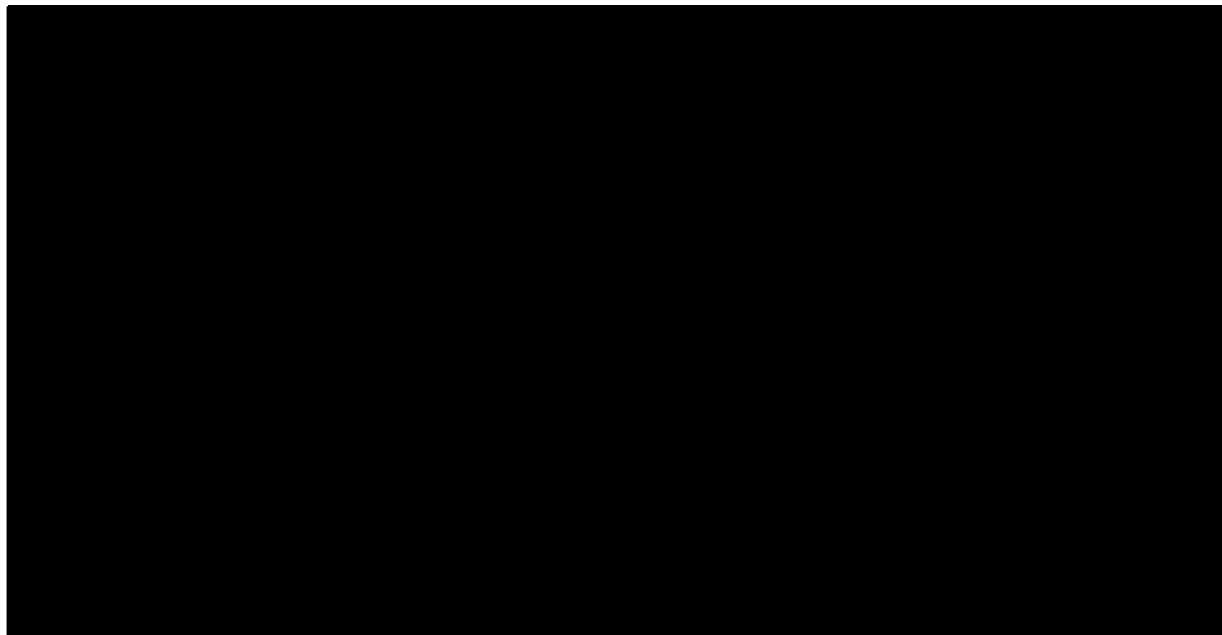
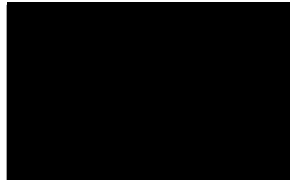
Reference and Administrative Information

Charity Name : Portknockie Parish Church of Scotland

Charity Registration Number : SC 014485

Congregational Reference No : 352092

Contact Address



Independent Examiner :



Bankers

Clydesdale Bank PLC Cluny Square Keith.

Trustees ' Annual Report

Year ended 31st December 2024

Structure , Governance and Management

Governing Document

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

Recruitment and Appointment of Trustees.

Members of the Kirk Session and the Congregational Board are the charity trustees. The Kirk Session members are 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 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 and Kirk Session are chaired by the Minister and normally meets on a Bi-monthly basis (except during holiday periods) during the year. Certain duties and responsibilities are delegated to Board and Session members as appropriate. The Kirk Session is responsible for the 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.

Details of other activities Relating to Portknockie Parish Church

Sunday service of worship on a weekly basis Sunday school, Thursday Club for Primary 5-7 children, Church Guild, Prayer Group Tuesday film afternoon, Craft Group, Cuppa and book and Country dancing , were regular activities during 2024 The Childrens annual Christmas service which included their Nativity play was performed to a full church congregation on christmas eve .

Trustees' Annual Report (cont)

Year ended 31st December 2024

Achievements and Performance

Session Clerk	Report Attached	4 (a)
Minister report	Vacant	N/A
Intrim Moderator appointed		07/12/2021

Report by Session Clerk

At the end of 2024 we were able to look back on a positive year for our Church. We continued to be very well led by our Interim Moderator whose services and pastoral support were much appreciated.

Our main purpose was our mission work, both in our local community and for our congregation. Over the year, all of our groups continued to meet this aim and provided company, support, friendship and ministry for a range of people of all ages. Our work with the local children continued to be a highlight and, through our Sunday School, Thursday Club and Nativity, we were able to involve a large majority of the local children of primary school age.

Other activities, such as our weekly Scottish Country Dancing Group and monthly activities such as Cuppa and Company, Craft Group, Film Club and Guild, catered very well for different ages and interests.

As a small church, we believe we should focus on doing a few things well rather than trying to do too much. Nevertheless, towards the end of the year, we took the opportunity to review our work in the context of the five Marks of Mission. Although we were very content in relation to numbers 1-3, we did feel we could do more in relation to the other two. As a result, we will be taking forward additional actions in 2025.

In terms of our buildings we implemented a number of improvements in 2024:

New windows were fitted to the north end of the church.

Repairs were undertaken to the south and west walls of the church.

The windows at the south of the church were painted.

New pipework was fitted for the heating system in the hall.

The doors of the hall were painted.

Finally, thanks in part to a grant from the Church of Scotland, we were able to replace and upgrade the sound system in our church. This has certainly been a boon for those attending the services. Also, we are experimenting with the recording of the services and expect to do much more with this in 2025.

Early in 2024, a number of our congregation, along with friends from our linkage church in Findochty, undertook training in the leading of worship. Some of those trained have already had the opportunity to put this training into action.

Late in the year the Church Board met twice with the Board of Findochty Church in order to begin to plan the steps needed for us to become a united charge. This work will continue in 2025.

Our finances continue to be healthy due to generosity of our congregation and we are most thankful and grateful for their ongoing support.

As a result of the above, we are able to look back with gratitude and look forward with hope, as we aim to continue to serve God's purpose in our local area.

Year ended 31st December 2024

Achievements and Performance

Session Clerk	Report	Attached	(4a)
Minister report		N/A	
Financial Review		See below	(4-1-2)

Income

The main principle source of Income is through the weekly offerings and donations.

Total Income for 2024 was £29773 (2023 £27802).

Offerings - Gift aid - £9713, FWO £3176, Open plate £2766 . Total £15655 (2023 £16428).

A decrease of £773 was recorded for 2024 on the weekly offerings a minus of 4.70% on the previous year.

Open plate giving increased this year by £39, free will decreased by £494, gift aid donations decreased by £318.

The number of Gift Aid donors for 2024 was 16 (4 by Standing order monthly)

The number of Freewill Donors with regular giving envelopes for 2024 was 8 .

Misc Donations decreased by £322 (£1769 2024 - £2091 2023).

These donations were received from the Monthly Cuppa/book afternoons ,film afternoons,dancing group, craft group and others.

A valuable financial contribution from the community and other hall user groups .

£2461 was reclaimed in Gift Aid from HMRC in 2024 a decrease of £29 from 2023 (2490).

£1882 was reclaimed from HMRC as part of the SGDS (an increase on of £222 on 2023 (1660).

Fabric Donation A donation towards Church fabric repairs for £1563 was received.

Grant A grant from the Church of Scotland small grants scheme of £979 was received towards the upgrading of the church sound system.

LPWS Vat refund was received from the Listed places of worship Scheme for £926 for repairs to the Church.

legacy A legacy was received of £300.

Donations to Charities and others 2024 £680 : (2023 - £1570) .

Bank interest and Investment Income £226 and £839 for 2024= £1065 an Increase of £346 (£719 2023).

Rent of Premises Church And Hall - (Funerals/Hall users 2024 : £470 a decrease of £355 (£825 2023).

Expenditure

Donations to Charities and others 2024- £680.

Fabric repairs 2024

Manse : No repairs .

Church : Church Windows to North side of Church completed in 2024 balance due from 2023 repair £100, Door repair £148, Stone work repointing £ 2010, A Vat refund was received from LPWS of £926 towards these repair costs. Total net cost for repairs £1332.
The sound system for the church was upgraded at a cost of £1979
(A grant from The Church of Scotland Small grants scheme for £979 was received towards this .)

Hall : Roof repair £324, central heating piping renewed £2850, Toilet repair £250, sign notice for hall £70.
Total repairs £3494.

Planned 2025 commitments.

Church No Planned Works apart from routine maintenance.

Hall Upgrading of the kitchen is planned.

Grants funding is to be explored towards meeting the cost of this project also
Fund raising activities are to be encouraged In 2025 to continue to help finance these repairs and planned works.

As part of Church of Scotland Planning for the future all church buildings are to be inspected for their future usages , any report may therefore impact on any capital repairs going forward.

The Trustees are pleased to report a surplus on the Accounts for 2024 (£4375.00).
They are also aware that it is vital to control all expenditure and ensure that all costs are covered on an annual basis.

The Trustees are grateful to all for their continued support to the church both financially and in other ways.

Reserves policy

It is the Trustees' policy to hold reserves of approximately 9 months expenditure including designated funds.
At the year end the Church held unrestricted funds of £35149. This represents about 18 months expenditure.

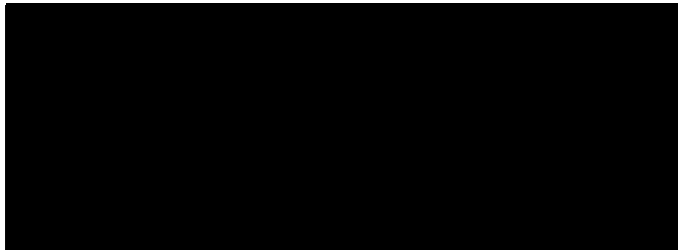
Trustees' Annual Report (cont)

Year ended 31st December 2024

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 .



Session Clerk

date 9 - 2. 24

(Receipts and Payments Accounts)

SC 014485

Independent Examiner's Report to the Trustees of Portknockie Parish Church

I report on the account's of the charity for the year ended 31st December 2024
which are set out on the enclosed pages

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 (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

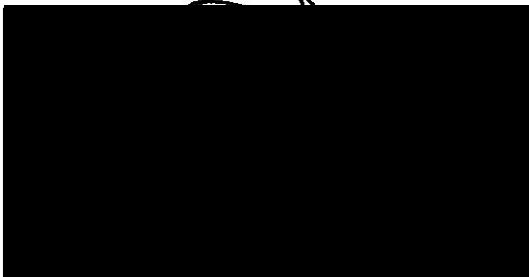
My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all 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



Date

12/2/25

PORTKNOCKIE PARISH CHURCH
RECEIPTS and PAYMENTS ACCOUNT
Year ended 31st December 2024

		Unrestricted Funds 2024	Designated Funds 2024	Endowment Funds	Total	Total 2023
<u>Receipts</u>						
Donations	22822	24385			24385	24239
Fabric Donation	1563					
Bank & Deposit Interest		226			226	8
Invest Income		839			839	719
S/school /Guild/ Thursday & Dancing clubs			2556		2556	1967
		25450	2556	0	28006	26933
Use of Premises		470			470	825
Sale of Assets					0	0
Sale of Investments	Aviva cash a/c	2874			2874	0
Grants	Cos Small Grants	979			979	44
					0	0
Receipts from Trustees					0	0
Total Receipts		29773	2556	0	32329	27802
<u>Payments</u>						
Costs of generating funds		110			110	121
Charitable activities		24897			24897	18776
Governance costs					0	
Payments		25007	0	0	25007	18897
Purchase of investments		839			839	719
Bank int reinvested					0	0
					0	
S/school /Guild/ Thursday & Dancing			2108		2108	2141
					0	
Total payments		25846	2108	0	27954	21757
Excess of receipts over payments for the year before transfers		3927	448	0	4375	6045
transfer James Brown Fund		1000	0	-1000	0	0
Excess of receipts over payments for the year		4927	448	-1000	4375	6045

PORTKNOCKIE PARISH CHURCH

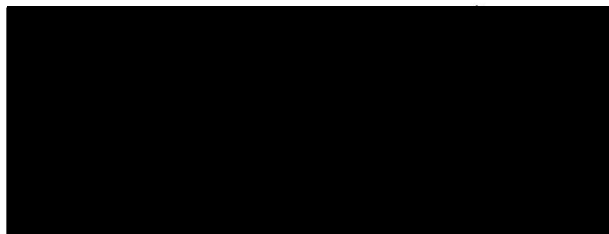
Statement of Balances

As at 31st December 2024

	Unrestricted Funds £	Designated Funds £	Endowment Funds £	Total 2024 £	Total 2023 £
Bank & Deposit balances					
Bank & deposit balance b/fwd	30221	1258	1000	32479	26434
Movement in year:					
Excess of receipts over payments for the year	4927	448	-1000	4375	6045
 Bank & deposit balances c/fwd	<u>35148</u>	<u>1706</u>	<u>0</u>	<u>36854</u>	<u>32479</u>
 Investments at market value (cost £ 14761)	<u>12113</u>			<u>12113</u>	<u>24203</u>
 Assets					
Gift Aid Receivable	<u>610</u>			<u>610</u>	<u>643</u>
 Liabilities					
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

The accounts were approved by the Kirk Session/ Congregational Board on 9/2/25

For and on behalf of the Kirk Session / Congregational Board



Session Clerk

Treasurer

	Unrestricted Funds 2024 £	Des. Funds 2024 £	Endowment Funds £	Total £	Total 2023 £
Analysis of Donations					
WFO Scheme (non gift aid)	3176			3176	3670
Gift Aid Donations	9713			9713	10031
Tax Recovered on Gift Aid Donations	4343			4343	4150
Ordinary Offerings (open plate)	2766			2766	2727
Other Offerings ,Donations etc	2824			2824	3661
Fabric donation	1563			1563	0
	<u>24385</u>	<u>0</u>	<u>0</u>	<u>24385</u>	<u>24239</u>

Analysis of Payments

Costs of generating Funds Envelopes

110			110	121
<u>110</u>	<u>0</u>	<u>0</u>	<u>110</u>	<u>121</u>

Charitable activities

(Gross M&M £16343) less (Invest/Rent £3664)
Ministries & Mission Allocation (Vac Allowance £7011)
Presbytery Dues

	5668		5668	5731
	702		702	186
			0	0
Pulpit Supply	3941		3941	3588
Other Staffing costs	330		330	30
Hallkeeper	1221		1221	1270
Fabric repairs & Maintenance	5089		5089	1564
Heat & Light	2252		2252	1645
Insurance	1954		1954	1871
New Equipment	1979		1979	244
Manse Repairs	0		0	20
Manse heating	0		0	39
Misc expenses	145		145	90
Printing,Stationery and postage	936		936	928
Donations / collections	680		680	1570
	<u>24897</u>	<u>0</u>	<u>0</u>	<u>24897</u>
				<u>18776</u>

Governance costs

Independent examiners fees

0	0	0	0	0
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Other payments

Bank int reinvested
Purchase of investments

0			0	0
839			839	719
<u>25846</u>	<u>0</u>	<u>0</u>	<u>25846</u>	<u>19616</u>

PORTKNOCKIE PARISH CHURCH**Notes to the Accounts****Trustee Remuneration and Related Party Transactions**

note 1 No trustee has received reimbursement of expenses during the year. No trustee or a person related to a trustee had any personal interest in any contract or transaction entered into by the charity during the year.

note 2 Movement in Funds

	at 1st Jan 2024 £	receipts £	payments £	Transfer £	At 31 dec 2024 £
Unrestricted funds					
Designated Dancing club	348	749	-780	0	317
Designated Sunday school fund	284	980	-604	0	660
Designated Thursday Club	228	357	-264	0	321
Designated Guild fund	398	470	-460	0	408
	1258	2556	-2108	0	1706
General fund	30221	29773	-25846	1000	35148
	31479	32329	-27954	1000	36854
Restricted funds	0	0	0	0	0
	0	0	0	0	0
Endowment Fund					
The James Brown Fund	1000	0	0	-1000	0
	1000	0	0	-1000	0
total funds	32479	32329	-27954	0	36854

Purposes of Designated Funds

Sunday school fund	Account held separately from Church Funds
Thursday Club	Account held separately from Church Funds
Guild fund	Account held separately from Church Funds
Dancing club	Account held separately from Church Funds

Purpose of Endowment Fund

This balance of £1000 was transferred to the general fund and was used towards the upgrade of the church sound system (£1979).
COS Small grants £979 XXXXXXXXXX £1000.

Minister's Stipend

All Church of Scotland Congregations contribute to the National Stipend Fund which bears the costs of all minister's stipends and employer's 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 £ 31642 and the maximum stipend (in the 5th and subsequent years) £: £38,884

Collections and payments to third parties	2024 £	2023 £
Salvation army	280	1320
Moray food plus	200	

Total	480	1320
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Donations from General fund

S/school/ Thursday club	200	250
Total	200	250

<i>Investments</i>	<i>At cost</i>	<i>Market Value</i>	<i>Market Value</i>
Aviva Shares			
2613 shares x 4.634	14761	12109	10554
Cash a/c		4	2860
Consolidated Fabric Fund	6928	10138	9659
Consolidated Fabric Fund Revenue a/c		1534	1130
	21689	23785	24203

APPENDIX

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

CAPITAL ACCOUNT	2024	2023
	£	£
Credit Balances held at 31st December at cost	<u>6928</u>	<u>6928</u>
Market Value of Balances at 31st December	<u>10138</u>	<u>9659</u>
 REVENUE ACCOUNT		
Credit Balance at 31st December	<u>0</u>	<u>0</u>
 Consolidated Fabric Fund - Revenue A/c		
Credit Balance at 31st December	<u>1534</u>	<u>1130</u>

PORTKNOCKIE PARISH CHURCH
RECEIPTS and PAYMENTS ACCOUNT

	Unrestricted budget 2025	Designated budget 2025	Endowment budget 2025	Total 2025	Actual 2024
Receipts					
Donations	21000			21000	21842
Fabric donation	500				1563
Legacies					300
Fundraising events/special collections	1000			1000	680
Bank & Deposit Interest	200			200	226
Invest Income	800			800	839
S/school /Guild/ Thursday & Dancing		2000		2000	2556
	23500	2000		25000	28006
Use of Premises	500			500	470
Sale of Assets					
Sale of Investments	0			0	2874
Grants	0			0	979
Receipts from Trustees	1500			1500	0
	0			0	0
Total Receipts	25500	2000		27000	32329
Payments					
Costs of generating funds	100			100	110
Charitable activities	24000			24000	24897
Governance costs				0	0
Other payments	800			800	839
S/school /Guild/ Thursday & Dancing		1750		1750	2108
Total payments	24900	1750	0	26650	27954
Excess of Receipts over Payments for the year before transfers	600	250		850	4375
transfer	0	0	0	0	0
Excess of Receipts over Payments for the year	600	250	0	850	4375