

UPPER DONSIDE CHURCH OF SCOTLAND

RECEIPTS AND PAYMENTS ACCOUNTS

FOR YEAR ENDING 31 DECEMBER 2022

CONGREGATION REFERENCE NUMBER 331991

CHARITY REGISTRATION NUMBER SC014679

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

The Trustees have pleasure in presenting their report together with the financial statements and independent examiner's report for the year ended 31 December 2022.

REFERENCE AND ADMINISTRATIVE INFORMATION

CHARITY NAME:

**UPPER DONSIDE PARISH CHURCH
OF SCOTLAND**

CHARITY REGISTRATION NO:

SC014679

CONGREGATION REFERENCE NO:

331991

CONTACT ADDRESS:

PRINCIPAL OFFICE BEARERS

INTERIM MODERATOR:

LOCUM:

SESSION CLERK:

DEPUTE SESCOION CLERK:

CHURCH TREASURER:

INDEPENDENT EXAMINER

BANKERS

**The Royal Bank of Scotland plc
Aberdeen Queen's Cross Branch
40 Albyn Place
Aberdeen
AB10 1YN**

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

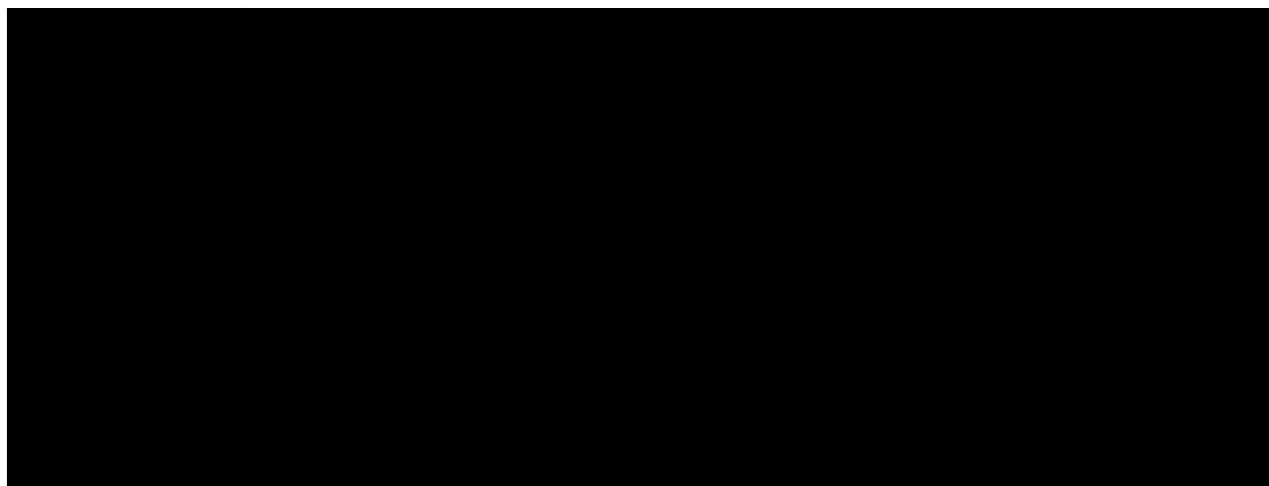
TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

REFERENCE AND ADMINISTRATIVE INFORMATION (Continued)

TRUSTEES:

We adopted a Unitary Constitution on 8th June 2022.



STRUCTURE, GOVERNANCE AND MANAGEMENT
GOVERNING DOCUMENT

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

RECRUITMENT AND APPOINTMENT OF TRUSTEES

All Members of the Kirk Session are the Charity Trustees. The Kirk Session Members are the Elders of the Church and are chosen and Ordained from those members of the Church who are considered to have the appropriate gifts and skills. A number of the ex-Congregational Board members were co-opted onto the Kirk Session in an ex-officio capacity. The Interim Moderator, who is a member of the Kirk Session, was elected by the Presbytery of Gordon.

ORGANISATIONAL STRUCTURE

The Kirk Session meets a minimum of four times a year and is responsible for spiritual affairs within the Church. Certain responsibilities are delegated to the Education (Children and Young Persons) Committee, Outreach/Mission Committee and Worship Committee, Business Committee, Finance Committee, Property Committee and Social Committee as appropriate. All of the above mentioned Committees meet as required and report to the Kirk Session as appropriate.

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

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 Abroad.

In Upper Donside our objectives are to bring God's Word to as many people in the Parish as possible, to be seen as a caring, loving community of God's people and to play a full part in the life of the whole community as a Church and as individuals.

OBJECTIVES AND ACTIVITIES (Continued)

Regular Services and Worship

We have been holding the first service of the month in Strathdon Church at 10.30am and the service on the third Sunday of the month in Lumsden Church. The services on the second and fourth Sundays have been held in other churches in our new Parish Grouping. In September we were able to re-open Towie Church for occasional services.

Holy Communion is also included in some of these services during the year.

Other Special Services of Worship and Celebrations held during the year.

We have not been able to hold all our usual special services during the year but some of them have been possible such as the Lonach Celebration service in August and the Annual service for the Friends of Old Glenbuchat Kirk.

Weddings, Funeral Services and Memorial Services are held in our Churches throughout the Parish.

Joint Spring and Remembrance Services with Historic Churches Scotland were held in Kildrummy Kirk. Baptisms, Weddings, Funeral Services and Memorial Services are held in Kildrummy Kirk.

Regular Activities held during the year

A holiday club for the children which usually takes place in the first week of the summer holidays could not be held this year but it is hoped this can take place in 2023.

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

Community Activities

All our services of Worship, Celebrations and Activities are open to the whole community.

A large number of our members are involved in community activities, so the Church presence is **STRONG IN THE COMMUNITY**.

ACHIEVEMENTS AND PERFORMANCE

This year, attendances in respect of our Regular Services and other services have increased. Our average attendances for Regular Services – Strathdon and Lumsden (Auchindoir) and from 04.09.22 Towie is 25. Some people do not feel confident enough to come back to church but Rev. Crouch has recorded many services and posted them online. An analysis was done towards the end of 2022 and the average number of viewings was approximately 210 per week.

Christmas Services have been possible to hold in person this year. Unfortunately some had to be cancelled because of adverse weather conditions

Funerals and Memorial Services – Churches are normally full (80-400) depending on size of Church.

FINANCIAL REVIEW

The net result for the year is an overall Deficit of £19645
(2021: Surplus of £1178) Page 7 refers.

RESERVE POLICY

It is the Trustees policy to hold Cash Reserves of no less than six months expenditure. Regretfully due to Covid this has not been possible for the last 3 years.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The members of the Session must prepare financial statements, which give sufficient detail to enable appreciation of the transactions of the Church during the financial year. The members the 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 the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) 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: 19.3.23

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

Independent Examiner's Report to the Trustees of the Upper Donside Parish Church of Scotland.

I report on the financial statements of the charity for the year ended 31 December 2022, which are set out on pages 6 to 14.

Respective responsibilities of trustees and examiner

The charity trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("The 2006 Regulations").

The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the 2005 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, which would be required in an audit; 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.

Date: 20/3/23

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 31st DECEMBER 2022

	Note	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
		£	£	£	£
<u>RECEIPTS</u>					
Donations	2	23,240	-	23,240	32,103
Bank & Deposit Interest		10	55	65	2
Investment Income		130	3,213	3,343	2,977
		<u>23,380</u>	<u>3,268</u>	<u>26,648</u>	<u>35,082</u>
Weddings and Funerals		2,330	-	2,330	340
Grants - Quest Club		-	-	-	1,159
<u>Total Receipts</u>		<u><u>25,710</u></u>	<u><u>3,268</u></u>	<u><u>28,978</u></u>	<u><u>36,581</u></u>
<u>PAYMENTS</u>					
Charitable Activities	3(a)	31,792	16,831	48,623	35,199
Fund Raising Activities	3(b)	-	-	0	204
<u>Total Payments</u>		<u><u>31,792</u></u>	<u><u>16,831</u></u>	<u><u>48,623</u></u>	<u><u>35,403</u></u>
DEFICIT (SURPLUS) FOR THE YEAR		<u><u>(6,082)</u></u>	<u><u>(13,563)</u></u>	<u><u>(19,645)</u></u>	<u><u>1,178</u></u>

The Notes on Pages 8 to 14 form an integral part of these accounts.

TAXATION

Upper Donside Parish Church of Scotland is recognised as a Charity for the purposes of applicable taxation legislation and is therefore not subject to taxation on its charitable activities. As a Charity we are entitled to recover tax on all Gift Aid donations, at 25% on each £1 donated. We are also entitled to recover tax at 25% on Non Gift Aid small cash donations (not exceeding £30) under the Gift Aid Small Donation Scheme (GASDS). The Charity is not registered for VAT and resources expended therefore include irrecoverable input VAT at present 20% on Vatable Goods and Services and 5% on fuel bills.

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 31st DECEMBER 2022

STATEMENT OF BALANCES

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2022	Total 2021
		£	£	£	£	£
<u>Bank and Deposit Balances</u>						
Bank and Deposit balances brought forward	4	15,316	71,174	-	86,490	85,312
		15,316	71,174	-	86,490	85,312
Movement in year		(6,082)	(13,563)	-	(19,645)	1,178
Balances carried forward		9,234	57,611	-	66,845	86,490
<u>Investments at Market Value</u>						
HSBC Holdings plc		3,707	-	-	3,707	2,268
The Church of Scotland Investors Trust		-	75,166	-	75,166	88,833
Investments at Market Value carried forward		3,707	75,166	-	78,873	91,101
TOTAL FUNDS		12,941	132,777	-	145,718	177,591

The Notes on pages 8 to 14 form an integral part of these accounts.

The accounts were approved by the Kirk Session

on 19th March 2023

For and on Behalf of the Kirk Session

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 31st DECEMBER 2022

NOTES TO THE ACCOUNTS

1. Basis of Accounting

These accounts have been prepared on the receipts and payments basis in accordance with The Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. Analysis of Donations

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
WFO Scheme (non Gift Aid/GASDS)	-	-	-	340
Standing Orders	5,609	-	5,609	-
Gift Aid Donations (Bank)	4,800	-	4,800	7,537
Open Plate Offerings (GASDS)	3,528	-	3,528	840
WFO Gift Aid Small Donations Scheme	-	-	-	1,983
Parish Visitation	-	-	-	13,143
Tax Recovered on Gift Aid & GASDS	-	-	-	5,859
Fundraising	487	-	487	-
Other Donations	3,816	-	3,816	2,401
Legacy	5,000	-	5,000	-
	23,240	-	23,240	32,103

3. Analysis of Payments

3(a) Charitable Activities

Ministries and Mission Contribution (note 7)	7,813	-	7,813	5,453
Presbytery Dues	240	-	240	257
Interim Moderator's Expenses	158	-	158	-
Pulpit Supply	412	-	412	180
Locum Salary	7,279	-	7,279	10,305
Locum expenses (inc mileage)	1,097	-	1,097	449
Treasurer's Salary & Mileage	2,400	-	2,400	2,400
Weddings and Funerals Staffing Costs	948	-	517	252
Other Staffing Costs	1,907	-	2,323	1,130
Professional Services	72	-	72	96
Fabric Repairs & Maintenance	-	-	-	6,996
Heat and Light	2,200	-	3,376	1,618
Insurance	5,949	-	5,949	5,616
CCLI Licence Fee	123	-	123	164
Printing, Stationery & Postage	742	-	742	160
Miscellaneous Expenses	452	-	715	123
	31,792	-	31,792	35,199

3(b) Fund Raising Activities

Parish Visitation - Stationery & Postage	-	-	-	204
	-	-	-	204

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

YEAR ENDED 31st DECEMBER 2022

NOTES TO THE ACCOUNTS (Continued)

4. MOVEMENTS IN FUNDS

	As At 01-Jan-22	Receipts	Payments	Transfers	As at 31-Dec-22
	£	£	£	£	£
<u>UNRESTRICTED FUNDS</u>					
General Fund	15,316	25,700	(31,792)	(5,000)	4,224
Reserve Funds	0	10	-	5,000	5,010
	<u>15,316</u>	<u>25,710</u>	<u>(31,792)</u>	<u>-</u>	<u>9,234</u>
<u>RESTRICTED FUNDS</u>					
Fabric Fund	6,513	11	(2,142)	452	4,834
Fabric Fund - Hay J. Trust Fund	19,347	1,804	(12,751)	5,936	14,336
Fabric Fund-Mutch P. & J. Trust Fund	16,609	1,185	0	(6,388)	11,406
Benevolent Fund	4,490	156	(1,660)	-	2,986
Education - Kennedy J. Fund	1,184	7	-	-	1,191
Family Gravestones and Tombstones Funds	15,023	83	-	-	15,106
Sound System - Willox Fund	2,590	5	(278)	-	2,317
Sunday School/Quest Clubs	5,418	17	-	-	5,435
	<u>71,174</u>	<u>3,268</u>	<u>(16,831)</u>	<u>-</u>	<u>57,611</u>
<u>TOTAL FUNDS</u>					
(Held at Bank and Deposit)	<u>86,490</u>	<u>28,978</u>	<u>(48,623)</u>	<u>-</u>	<u>66,845</u>

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

YEAR ENDED 31st DECEMBER 2022

NOTES TO THE ACCOUNTS (Continued)

4. MOVEMENTS IN FUNDS (Continued)

	<u>2022</u>	<u>2021</u>
	£	£
<u>RESTRICTED FUNDS - Investment at Market Value</u>		
Benevolent Emergency Fund		
Church of Scotland Investors Trust		
349 Income Fund Units		
Cost: £3,560	<u>3,685</u>	<u>4,356</u>

Purpose of Restricted Funds

Fabric Fund:

For the maintenance of The Manse, Lumsden, Lumsden (Auchindoir)
Church and Church Hall and Towie Church.

Fabric Funds Hay J. and Mutch P.&J. Trust Revenue Funds:

For the maintenance of Strathdon Church and Strathdon Church Hall.

Benevolent Funds:

For the needy in Upper Donside Parish.

Education Fund:

For any persons of the Parish who may require additional education to
meet desired curriculum.

Family Gravestones and Tombstones Funds:

For the upkeep of gravestones/tombstones and/or replacement when
necessary in respect of Berry, Corgarff, Esson, Hay, Hosie, McHardy,
Michie and Mutch gravestones and tombstones.

Sound System Fund:

For the relevant upkeep and or replacement of equipment.

Sunday School/Quest Club Fund:

To assist with the running of these clubs.

UPPER DONSIDE PARISH CHURCH OF SCOTLAND
YEAR ENDED 31ST DECEMBER 2022

NOTES TO THE ACCOUNTS (Continued)

4. MOVEMENTS IN FUNDS (Continued)

ENDOWMENT FUNDS - Investments at Market Value

<u>CAPITAL</u>	<u>2022</u> £	<u>2021</u> £
 J. Hay Trust Fund - Church of Scotland Investors Trust 4,104 Income Fund Units Cost: £41,860	 43,338	 51,218
 P. & J. Mutch Trust Fund- Church of Scotland Investors Trust 2,665 Income Fund Units Cost: £24,993	 28,142	 33,259
<u>£66,853</u>	<u>71,480</u>	<u>86,034</u>

Purpose of Endowment Funds

Both the J. Hay and P. & J. Mutch Trust Funds were legacies to be used for the maintenance of Strathdon Church and Strathdon Church Hall. As only the income from Capital can be utilised for this purpose, this income is credited direct to the relevant Restricted Funds - Fabric Hay J. and Mutch P. & J. Trust Revenue Funds.

**UPPER DONSIDE PARISH CHURCH OF SCOTLAND
YEAR ENDED 31ST DECEMBER 2022**

NOTES TO THE ACCOUNTS (Continued)

**5. TRUSTEES REMUNERATION, RELATED PARTY TRANSACTIONS AND
EXPENSES PAID DURING YEAR**

Remuneration

(a) Services provided by the Trustees:

	£
	560
	160
	700
	262
	180
	335
	2,400
	<u>4,597</u>

(b) Services provided by connected persons of a Trustee

	726
	<u>726</u>

expenses are all in accordance with Church of Scotland Instructions.

Travel Expenses

Locum (45p per mile)	756
Phone allowance	270
Other expenses reimbursed	71
	<u>1,097</u>

Reimbursement of Expenses to Trustees

Travel Expenses	
Organist (25p per mile)	-
Other Expenses reimbursed- Postage, Stationary, Office Expenses	160
	<u>1,257</u>

UPPER DONSIDE PARISH CHURCH OF SCOTLAND

YEAR ENDED 31st DECEMBER 2022

NOTES TO THE ACCOUNTS (Continued)

	<u>2022</u>	<u>2021</u>
	£	£
7. <u>MINISTRIES AND MISSION CONTRIBUTIONS</u>		
Contribution	26,615	25,059
Less Endowment Income		(2,800)
Glebe Rent		(160)
Other Endowments	-	-
Presbytery Allowance	(5,001)	(5,450)
	<u>21,614</u>	<u>16,649</u>
Less Vacancy Allowances	(11,196)	(11,196)
	<u>10,418</u>	<u>5,453</u>
Add balance B/F	-	-
	<u>10,418</u>	<u>5,453</u>
Less paid	(7,814)	(6,453)
Balance payable	<u>2,604</u>	<u>NIL</u>

8. CONGREGATIONAL PROPERTIES

<u>Properties Insured at Reinstatement cost</u>		<u>2022</u>	<u>2021</u>
		£	£
The Manse	Lumsden	1,185,980	1,114,643
Churches	Strathdon	6,272,509	5,834,892
	Towie	980,079	911,702
	Lumsden (Auchindoir) and Hall	2,090,836	1,944,964
	Glenbuchat (Old) (Not maintained by Us)	N/A	N/A
Hall	Strathdon	457,370	425,461
Ruined Church	Auchindoir (Old)	N/A	N/A
		<u>10,986,774</u>	<u>10,231,662</u>

The Church of Scotland recommends that inspection of Properties should be carried out every 5 years. The last review was carried out in 2018.

UPPER DONSIDE PRISH CHURCH OF SCOTLAND
YEAR ENDING 31ST DECEMBER 2022

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

APPENDIX

	<u>2022</u>	<u>2021</u>
	£	£
<u>CAPITAL ACCOUNTS</u>		
<u>Church of Scotland Investors Trust</u>		
Consolidated Fabric Fund		
16,641 Shares cost £17,416 - Market Value at 31 December	<u>25,627</u>	<u>27,624</u>
<u>Church of Scotland Investors Trust</u>		
Deposit Account		
Balance at 1 January	31,652	6,417
Transfer	-	25,235
Balance at 31 December	<u>31,652</u>	<u>31,652</u>
<u>TOTAL CAPITAL</u>	<u>57,279</u>	<u>59,276</u>
<u>REVENUE ACCOUNT</u>		
Balance at 1 January	4,582	4,475
Investment Income and Interest	704	489
Net Rental Income - The Manse	-	1,812
	<u>5,286</u>	<u>6,776</u>
Property Costs		
Repairs & Maintenance Manse	(650)	(2,194)
Other property costs	(5,460)	
Insurance	13,106	
Balance at 31 December	<u>12,282</u>	<u>4,582</u>
<u>TEMPORARY REVENUE ACCOUNT (CORGARFF CHURCH)</u>		
Balance at 1st January	4	25,214
Interest	0	25
Transfer to deposit account	-	(25,235)
Balance at 31 December	<u>4</u>	<u>4</u>
<u>TOTAL FUNDS</u>	<u>69,565</u>	<u>62,232</u>