

**Craigmillar Park Church of Scotland  
Edinburgh**

**CONGREGATIONAL ACCOUNTS**

Year ended 31<sup>st</sup> December 2023

**Congregation No: 010027**

**Scottish Charity No: SC 017061**

## **Trustees' Annual Report**

### **Year ended 31<sup>st</sup> December 2023**

The trustees present their annual report and financial statements for Craigmillar Park Church for the year ended 31 December 2023. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the General Assembly Regulations for Congregational Finance, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

### **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.

As Christians, we are called to spread the Good News of Jesus Christ throughout our community and beyond and to care in his name for our neighbours. This is our mission and our duty, which we gladly accept and for which the Lord Jesus Christ equips and strengthens us. Public worship is faithfully provided every Sunday although in 2023 we started to share worship on a regular basis with Mayfield Salisbury and Priestfield Parish Churches, the two congregations with whom we anticipate entering into union in 2024. These joint services, mostly in the Mayfield Salisbury building which, it has been decided, will be the main worship centre after the union, have been well-attended and uplifting. Our monthly mid-week services continue and are proving to be popular with those who find it difficult to attend Sunday worship, for a variety of reasons; the light lunch provided afterwards is also appreciated. Services are recorded and live-streamed over the internet, enabling us to reach people who cannot physically attend church or who simply wish to take part in worship at another time. The halls remain in full use throughout the week and we were delighted to welcome a whole range of local groups and families. This year we have been able to accommodate friends from the Orthodox Community of St Andrew in Edinburgh on a number of occasions since their own church buildings are too small for some of their events; this fostering of ecumenical relationships has been a joy. The Kirk Session continued its arrangements to stay in touch with members and adherents through the live-streamed services. Elders stay in touch with the congregation through visits and telephone calls; congregational news is disseminated by email and through the minister's pastoral letters to all members. In the latter part of the year, we were joined by [REDACTED], a candidate for the Church of Scotland ministry, on placement; his contributions to worship were much appreciated. We also welcomed [REDACTED], undergoing a period of discernment with us as he explored his call to ministry.

A joint mission conference was held in March 2023, with Mayfield Salisbury and Priestfield. The insights and suggestions from that conference are being carried forward as we develop the job description and programme of work for the Pioneer Minister who will be appointed after the union of the three congregations.

The work of the Church at national and international level is regularly brought to the attention of members; we were unable to hold events ourselves to publicise and support charitable causes such as Christian Aid but we were able to maintain our support of a local foodbank, thanks to the generosity of congregation members. The minister continued to conduct parish funerals; marriage and baptism are offered to those seeking the blessing of God at these important times in a family's life.

The congregation held a joint Remembrance Day service with Reid Memorial, the linkage partner, but the focus of Craigmillar Park remains the proposed union with Mayfield Salisbury and Priestfield. Throughout the year, we engaged constructively in group discussions with Mayfield Salisbury and Priestfield to plan the future shape of mission and ministry in the area and we are much encouraged by the positivity of the three congregations as we design a new future. The Kirk Session continued to concentrate on the specific challenges set in the current Presbytery Plan for Edinburgh and to deliver the action plan agreed with Presbytery in the latest Local Church Review. A new Local Church Review was expected to take place in early 2021 but was postponed by Presbytery. Until that process is completed, the overarching objectives remain:

- to make a determined effort to understand and reach the residential community; and
- to develop a close working relationship with neighbouring congregations with a view to sharing in the common witness

### **Achievements and Performance**

Sunday morning worship continues to be the main focus of the week for the congregation, providing a regular opportunity for attendees and online followers to worship God, to pray and to learn together. Music continued to play an important part in worship in Craigmillar Park; we are fortunate to be able to enjoy the sound of a beautiful pipe organ and of a small but excellent choir provided mainly by members of the St Margaret's Singers. There is occasional participation by lay people in worship. A formal service of Holy Communion is usually celebrated four times a year; Communion is also offered quarterly at mid-week services.

Members again helped to organise and took part in Newington Churches Together Lenten study groups. We continued to pray for the needs of the congregation and the world. We suffered the loss through death of a number of members and gave thanks and praise to the Lord for their faithful service and witness over so many years.

## **Trustees' Annual Report** **Year ended 31<sup>st</sup> December 2023**

### **Achievements and Performance (Continued)**

It is, however, necessary to record that the numbers attending worship have significantly declined in the last three years. The congregation and the active office-bearers are finding it increasingly difficult to fulfil all the necessary roles; the union with two other congregations is therefore essential to ensure that the resources are available not only to continue present activities but to increase our mission presence. We have been able to sustain our relationship with the local private nursery school and were pleased to welcome them to the church for their end-of-term celebration and for a Christmas service. We remain challenged by the absence of a focal point for mission and service within the parish. There are no schools within the parish boundaries and the dissecting of the parish by two busy arterial routes militates against a natural sense of community. The proposals in the new Presbytery Mission Plan and the work already underway to prepare a new local mission plan will help to address these issues.

The second challenge is to develop a close working relationship with neighbouring congregations with a view to sharing in the common witness. This is progressing well through the proposed union, the work of joint committees, and other opportunities for shared prayer, worship and witness. The mission life of the congregation continues in cooperation with other churches and congregations. We are active members of Newington Churches Together, an ecumenical group of local churches. Individual members volunteer with a variety of charities and the congregation as a whole joins in supporting Fresh Start and the variety of charitable projects supported by the Church of Scotland Guild. We continue to support two local foodbanks.

We remain concerned about the low number of children and young people actively and regularly involved in the congregation's life. Although our mission focus at present is on the older members of our community, we hope in time to identify and address the spiritual needs of younger people.

### **Financial Review**

Attendance at Sunday morning Services continued to fall during 2023, however use of our halls by various groups continues to provide a good income. Income from the Weekly Freewill Offering Scheme was £4,855, a decrease of £126 (2.5%) from 2022. Gift Aid Donations were £19,336, a decrease of £3,338 (14.7%) over 2022, with a further £5,284 recovered from tax. Open Plate income was £3,555, a decrease of £439 (11.0%) over 2022. £760 of tax was recovered under the Gift Aid Small Donation Scheme. Income from Offerings over the year thus amounted to £33,810, £4,595 (12.0%) lower than the total for 2022.

The purposes of the various funds held by the Congregation are detailed on page 15. The income from investments was £4,859 in 2023, an increase of £1,139 (30.6%) over the previous year. Local community use of Church facilities resulted in £22,984 of income, an increase of £3,410 (17.4%) over 2022. One contribution of £20 from congregational organisations (the Guild) was received in 2023. No Legacies were received in 2023. Total Ordinary General Income for 2023 was therefore £61,879, compared with £61,931 in 2022, £52 (0.1%) less than in the previous year.

Each congregation of the Church of Scotland is required to make a Giving to Grow contribution – this replaces the previous Ministries and Mission scheme. This is used to finance the Parish Ministries Fund and the Mission and Renewal Fund. Our assessment for 2023 was £25,033, £8,575 lower than for 2022 (25.5%). During 2023 we resurfaced the mutual driveway serving Nos 12 and 14 Hallhead Road (the Manse). Our share (50%) was £5,002. It is normal practice in linked charges for congregations to share Minister's costs and we continue to share costs in such areas as Manse council tax and Minister's travel with Reid Memorial. Total Ordinary General Expenditure was £60,903 compared with £60,923, a small reduction of £20.

The congregation generously supported collections for Fresh Start (£270), Christian Aid – Middle East Crisis Appeal (£232) and Edinburgh Food Project (£299). We also supported Priestfield Church with the distribution of Advent Calendars in Prestonfield School (£350), as well as the provision of holidays for the children (£900). Overall, we ended up with a small deficit of £2,024 in the general unrestricted fund.

### **Investment Policy and Performance**

Craigmillar Park Church have funds invested in the Church of Scotland Investors Trust. The performance of all the funds invested is monitored regularly and the Trustees have discretion over the management of these funds.

### **Risk Management**

The principal risk facing the congregation remains, as it does for most Church of Scotland congregations, the declining and ageing active membership. This poses both a financial risk, as regular givings decline, and an operational one, as there are fewer people available to undertake ambitious programmes of mission and development. The age profile means that members were badly affected by the Covid-19 restrictions; the majority of our members are in the groups who were advised by the Government to remain at home and this has resulted in decreased attendance and engagement with church and in increased loneliness for the individuals. The charity trustees are addressing these risks by:

## **Trustees' Annual Report Year ended 31<sup>st</sup> December 2023**

### **Risk Management (Continued)**

- planning to maximise income from hall-lettings. The refurbished hall is kept clean, tidy and attractive and we continue to attract new and repeat bookings.
- a decision has been reached locally that the Craigmillar Park Church building should be sold since the new united parish will not require three sets of buildings. It is expected that this will be effected in time for the union and that the resources thus realised will permit investment in fabric and mission activities.
- keeping expenditure under careful review and within prudent limits
- engaging positively in the move to new ministry and mission arrangements for churches in this area of Edinburgh. The union will not, in itself, lead to financial savings but closer working offers the opportunity for improved efficiencies
- completing a new joint mission plan for the united parish

### **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 hold reserves of approximately 12 months' expenditure including designated funds. At the year-end we held £110,251 in our Fabric and Maintenance Fund (our Reserve Fund). This is higher than might normally be expected, but the Trustees are aware of the need to invest in mission activities as the shape of the local church changes in the area; the additional reserves can be used for these purposes. It has also been useful to have a substantial amount in reserve: the financial effects of the Covid-19 situation were easier to manage than might otherwise have been the case.

### **Plans for the future**

We remain committed to being flexible in our response to the challenges facing most churches but to continue to provide faithful witness, worship and service to our community. We see that the best way of realising these plans is the union with the Mayfield Salisbury and Priestfield churches. We continue to work closely with these partner churches to identify mission needs in our communities and to design projects and programmes to address them. The new parish, to be called Newington Trinity, will introduce new ways of worshipping and a variety of ways to communicate with our members and our community and we will plan for continuing change in these areas. We aim to improve and continue to offer online worship and study groups in order to reach out to those in the congregation, and outwith it, who do not regularly attend church. In particular, we will make a determined effort to reach out to and address the needs of children and young people in the area, and also continue to support older people.

Newington Trinity will produce a mission plan out of which will emerge an agreed action plan for the next few years. This will be based on the objectives set by Presbytery for the union. We will continue to engage constructively with the Presbytery of Edinburgh and West Lothian as it reviews the number and shape of ministries across Edinburgh. We are collaborating with a number of local congregations in identifying the possibilities and challenges this process may present. We have accepted that this has led to radical change for Craigmillar Park and we remain open to wherever and however God calls us to serve in the future.

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

The congregation is a registered charity, number SC 017061, is administered in accordance with the terms of the Model Deed of Constitution, and is subject to the Acts and Regulations of the General Assembly of the Church of Scotland.

Members of the Kirk Session and the Congregational Board are the charity trustees. The Kirk Session members are the minister and the elders of the church, chosen from those members who are considered to have the appropriate gifts and skills. The Congregational Board is 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. In addition, a number of elders serve on the Congregational Board. The Board is chaired by one of its members elected annually by the members of the Board and meets five times in a year. It is responsible for the oversight of the congregation's administrative affairs; certain responsibilities are delegated to the Finance Committee and the Fabric Committee as appropriate. The Kirk Session, which meets six times a year, is responsible for spiritual affairs within the church. In 2023, we were able to reinstate in-person meetings although some were still held online.

## **Trustees' Annual Report Year ended 31<sup>st</sup> December 2023**

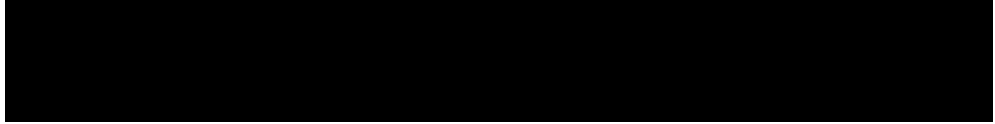
### **Reference and Administrative Information**

#### **Trustees**

#### **Kirk Session**

Minister:

Elders:



#### **Congregational Board**

Elected:



#### **Principal Office Bearers**

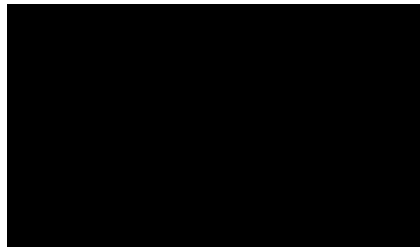
Minister:

Session Clerk:

Chairman of the Board:

Clerk to the Board:

Church Treasurer:



#### **Principal Office**

Craigmillar Park Church

2c Craigmillar Park

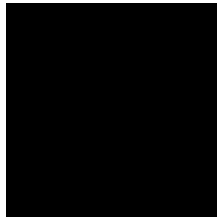
Edinburgh, EH16 5LZ

Charity Name: Craigmillar Park Church of Scotland, Edinburgh

Charity Registration Number: SC017061


Congregation Reference No: 010027

Contact Address:



## **Reference and Administrative Information (continued)**

### **Independent Examiner**

  
Charles Burrows & Co Chartered Accountants  
7 Palmerston Place  
Edinburgh  
EH12 5AH

### **Bankers**

Bank of Scotland, Newington Branch, 51 South Clerk Street, Edinburgh EH8

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

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires the charity trustees to prepare financial statements for each year which show a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the method and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information on the congregation's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Trustees and signed on their behalf,

Signature



Date

## **Independent Examiner's Report to the Trustees of Craigmillar Park Church of Scotland, Edinburgh**

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2023 which are set out on pages 7 to 18.

### **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 (as amended).

The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) 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 (as amended). 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 (as amended), and
  - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations (as amended)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.

████████████████████  
Independent examiner  
Charles Burrows & Co  
Chartered Accountants  
7 Palmerston Place  
Edinburgh  
EH12 5AH

Relevant Professional Body: Institute of Chartered Accountants of Scotland

Signature:

Date:

## Statement of Financial Activities Year ended 31<sup>st</sup> December 2023

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
<b>Incoming Resources</b>						
<b>Incoming resources from generating funds</b>						
Donations and Legacies	1	33,810	–	–	33,810	38,405
Income from charitable activities	2	1,231	172	–	1,403	1,707
Income from other trading activities	3	22,984	–	–	22,984	19,574
Investment income	4	4,685	–	174	4,859	3,720
Other	5	–	–	–	–	–
<b>Total income</b>		<b>62,710</b>	<b>172</b>	<b>174</b>	<b>63,056</b>	<b>63,406</b>
<b>Expenditure on:</b>						
	6					
Raising funds		–	–	–	–	30
Charitable activities		65,507	261	–	65,768	61,779
<b>Total expenditure</b>		<b>65,507</b>	<b>261</b>	<b>–</b>	<b>65,768</b>	<b>61,809</b>
<b>Net income/(expenditure) before gains and losses on investments</b>		(2,797)	(89)	174	(2,712)	1,597
Net gains/(losses) on investments		4,255	–	–	4,255	(16,752)
Net income/(expenditure)		1,458	(89)	174	1,543	(15,155)
Transfers between Funds		120	54	(174)	–	–
<b>Net movement in funds</b>		1,578	(35)	–	1,543	(15,155)
<b>Reconciliation of funds:</b>						
Total funds brought forward		773,111	7,763	2,000	782,874	798,029
Total funds carried forward		774,689	7,728	2,000	784,417	782,874



## **Balance Sheet at 31 December 2023**

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>Total Funds 2023 £</b>	<b>Total Funds 2022 £</b>
<b>Fixed Assets:</b>						
Tangible assets	<b>9</b>	650,000	-	-	650,000	650,000
Investments	<b>10</b>	101,241	-	-	101,241	96,986
		<u>751,241</u>	<u>-</u>	<u>-</u>	<u>751,241</u>	<u>746,986</u>
<b>Current Assets</b>						
Debtors	<b>11</b>	893	-	-	893	3,594
Cash at bank and in hand		26,007	7,197	2,000	35,204	34,665
Guild Funds		-	531	-	531	531
<b>Total Current Assets</b>		<u>26,900</u>	<u>7,728</u>	<u>2,000</u>	<u>36,628</u>	<u>38,790</u>
<b>Liabilities</b>						
Creditors falling due within one year	<b>12</b>	3,452	-	-	3,452	2,902
<b>Net Current Assets</b>		23,448	7,728	2,000	33,176	35,888
<b>Net Assets</b>		<u><b>774,689</b></u>	<u><b>7,728</b></u>	<u><b>2,000</b></u>	<u><b>784,417</b></u>	<u><b>782,874</b></u>
<b>The funds of the charity:</b>						
Endowment funds	<b>15</b>	-	-	2,000	2,000	2,000
Restricted income funds		-	7,728	-	7,728	7,763
Unrestricted income funds		774,689	-	-	774,689	773,111
		<u>774,689</u>	<u>7,728</u>	<u>2,000</u>	<u>784,417</u>	<u>782,874</u>

The accounts were approved by the Kirk Session / Congregational Board on  
For and on behalf of the Kirk Session/ Congregational Board

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Session Clerk

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Trustee

## **Craigmillar Park Church Of Scotland**

### **Statement of Cash Flows**

#### **Year ended 31 December 2023**

		<b>Total Funds 2023 £</b>	<b>Total Funds 2022 £</b>
	<b>Note</b>		
Net Cash used in operating activities	<b>16</b>	(5,420)	(3,660)
Cash flows from investing activities:			
Interest and dividends		<u>4,859</u>	<u>3,720</u>
Net cash provided by investing activities		4,859	3,720
Change in cash and cash equivalents in the year		(561)	60
Cash and cash equivalents brought forward		32,730	32,670
Cash and Cash equivalents carried forward		<u><u>32,169</u></u>	<u><u>32,730</u></u>

## Notes forming part of the financial statements for the year ended 31<sup>st</sup> December 2023

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
<b>1 Donations and Legacies</b>					
Offerings	27,746	–	–	27,746	31,649
Tax Recovered on Gift Aid – Offerings	5,284	–	–	5,284	5,775
Tax Recovered on Open Plate – Offerings	760	–	–	760	981
Legacies	–	–	–	–	–
Contributions from Congregational Organisations	20	–	–	20	–
	<u>33,810</u>	<u>–</u>	<u>–</u>	<u>33,810</u>	<u>38,405</u>

Income from donations and legacies was £33,810 (2022 £38,405) of which £33,810 was unrestricted (2022 £38,405) and £0 was restricted (2022 £0)

### 2 Income from charitable activities

#### Charitable Activities

Weddings and Funerals	400	–	–	400	350
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#### Unrestricted Funds

Fabric & Maintenance Fund	250	–	–	250	589
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#### Designated Funds

Coffee Fund	581	–	–	581	420
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#### Restricted Funds

Flower Fund	–	172	–	172	348
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Garden – Shrub Fund	–	–	–	–	–
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Lunch Club	–	–	–	–	–
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Organ Fund	–	–	–	–	–
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Relief Fund	–	–	–	–	–
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Sunday School/Young People	–	–	–	–	–
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Defibrillator Fund	–	–	–	–	–
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Listening Service	–	–	–	–	–
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The Guild	–	–	–	–	–
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Church Retired Men's Club	–	–	–	–	–
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	<u>1,231</u>	<u>172</u>	<u>–</u>	<u>1,403</u>	<u>1,707</u>
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Income from charitable activities was £1,403 (2022 £1,707) of which £1,231 was unrestricted (2022 £1,359) and £172 was restricted (2022 £348)

### 3 Income from other trading activities

Use of Premises	<u>22,984</u>	<u>–</u>	<u>–</u>	<u>22,984</u>	<u>19,574</u>
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### 4 Investment Income

Dividends Received	4,122	–	120	4,242	3,626
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Bank Interest	<u>563</u>	<u>–</u>	<u>54</u>	<u>617</u>	<u>94</u>
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	<u>4,685</u>	<u>–</u>	<u>174</u>	<u>4,859</u>	<u>3,720</u>
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Income from investment income was £4,859 (2022 £3,720) of which £4,685 was unrestricted (2022 £3,602) and £174 was endowment (2022 £118)

### 5 Other income

-	<u>–</u>	<u>–</u>	<u>–</u>	<u>–</u>	<u>–</u>
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## Notes forming part of the financial statements for the year ended 31<sup>st</sup> December 2023 (cont'd)

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
<b>6 Analysis of Expenditure</b>				
<b>Raising Funds</b>				
Freewill Offering Envelopes	—	—	—	30
<b>Charitable Activities</b>				
Giving to Grow Contribution ( <i>net of Endowment Stipend Income of £289</i> )	25,033	—	25,033	33,608
Presbytery Dues	470	—	470	1,126
	25,503	—	25,503	34,734
Minister's Travel Expenses	—	—	—	—
Council Tax - Manse	1,812	—	1,812	1,729
Pulpit Supply	87	—	87	36
Ministry Development Worker	—	—	—	53
Other Salary Costs – Organist (incl supply)	5,138	—	5,138	4,414
Fabric Repairs & Maintenance	7,851	—	7,851	3,905
Other Building Costs				
Heat & Light	11,138	—	11,138	5,348
Insurance	6,114	—	6,114	5,673
Upkeep of Grounds	2,082	—	2,082	1,104
Cleaning Materials & Laundry	563	—	563	264
Other Expenses				
Telephone, Postage, Printing etc	779	—	779	645
Organ & Piano Maintenance	395	—	395	783
Life & Work Magazine (net cost)	126	—	126	432
Church Magazine	—	—	—	—
Communion Expenses	67	—	67	6
Miscellaneous Expenses	808	—	808	447
Vacancy Expenses	—	—	—	—
Governance Costs: Independent Examiner's Fees	1,440	—	1,440	1,320
	63,903	—	63,903	60,893
<b>Unrestricted Funds</b>				
Fabric & Maintenance Fund	—	—	—	—
<b>(Designated Funds)</b>				
Coffee Fund	1,604	—	1,604	522
<b>Restricted Funds</b>				
Flower Fund	—	172	172	334
Garden - Shrub Fund	—	—	—	30
Lunch Club	—	—	—	—
Listening Service	—	89	89	—
Sunday School/Young People	—	—	—	—
The Guild	—	—	—	—
Church Retired Men's Club	—	—	—	—
	65,507	261	65,768	61,779
	—	—	—	30
	65,507	261	65,768	61,809

Expenditure on charitable activities was £65,768 (2022 £61,809) of which £65,507 was unrestricted (2022 £61,445) and £261 was restricted (2022 £364).

Support costs have not been separately identified as the trustees consider there is only one charitable activity. Therefore support costs relate wholly to that activity and have not been separately identified.

## Notes forming part of the financial statements for the year ended 31<sup>st</sup> December 2023 (cont'd)

	2023 £	2022 £
<b>7 Staff Costs and numbers</b>		
Salaries & Wages	—	—
Social Security costs	—	—
	<u>—</u>	<u>—</u>
	<u>—</u>	<u>—</u>

The average number of employees during the year, calculated on the basis of a head count, was as follows:

	2023 Number	2022 Number
—	—	—
	<u>—</u>	<u>—</u>
	<u>—</u>	<u>—</u>

No employee had employee benefits in excess of £60,000 (2022 nil).

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 £30,135; Maximum Stipend in the 5<sup>th</sup> and subsequent years of service - £37,032.

## 8 Trustee Remuneration and Related Party Transaction

During the year one Trustee (The Minister) received reimbursement of expenses incurred totalling £4,529 (Council Tax for the Manse and Travel Expenses) (2022 - £4,321). Note: The Minister was appointed to the linked charge of Craigmillar Park linked with Reid Memorial with effect from June 2019 and these costs are shared on a basis of 40% being paid by Craigmillar Park totalling £1,811 (2022 - £1,728), with the remainder being paid by Reid Memorial by reimbursement to Craigmillar Park).

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 (2022 - £nil).

During the year a total of £13,335 (2022 - £15,552) was donated to the congregation by Trustees.

## Fixed Assets

### 9 Tangible Fixed Assets

	Buildings £	Office Equipment £	Total £
<b>Cost</b>			
Surveyors confirmation Value at Nov 2011 £650,000	650,000		650,000
At 31st December 2023	<u>650,000</u>	<u></u>	<u>650,000</u>
<b>Accumulated Depreciation</b>			
At 1st January 2023			
Charge for year			
Eliminated on Disposal			
At 31st December 2023	<u></u>	<u></u>	<u></u>
<b>Net Book Value</b>			
At 1 <sup>st</sup> January 2023	<u>650,000</u>	<u></u>	<u>650,000</u>
At 31st December 2023	<u>650,000</u>	<u></u>	<u>650,000</u>

## Notes forming part of the financial statements for the year ended 31<sup>st</sup> December 2023 (cont'd)

### 10 Investments

	2023	2022
	£	£
Market Value at 1 <sup>st</sup> January 2023	96,986	113,738
Add unrealised gain	4,255	—
Deduct unrealised loss	—	(16,752)
Market Value as at 31 <sup>st</sup> December 2023	<u>101,241</u>	<u>96,986</u>

#### The following investments are held:

	Value at 31st Dec 2023	Value at 31 <sup>st</sup> Dec 2022	Cost
	£	£	£
1,000 Units – Church of Scotland Investors Trust – Growth Fund	5,830	5,400	500
1,578 Units – Church of Scotland Investors Trust – Growth Fund	9,200	8,521	5,901
4,638 Units – Church of Scotland Investors Trust – Income Fund	50,832	48,977	49,998
3,228 Units – Church of Scotland Investors Trust – Income Fund	<u>35,379</u>	<u>34,088</u>	<u>39,995</u>
	<u>101,241</u>	<u>96,986</u>	<u>96,394</u>

### Current Assets

#### 11 Debtors

	2023	2022
	£	£
Gift Aid – Tax Refund Due	893	1,604
Reid Memorial – Council Tax and Fabric Expenses	<u>—</u>	<u>1,990</u>
	<u>893</u>	<u>3,594</u>

#### Bank and Cash

	£	£
Church of Scotland Investors Trust – Deposit Fund	17,002	17,002
Bank of Scotland – Current Account	18,186	17,645
Petty Cash	<u>16</u>	<u>18</u>
	<u>35,204</u>	<u>34,665</u>

#### 12 Creditors

	£	£
Accruals – Independent Examiner's Fees due	1,440	1,320
Accruals – British Gas Business	<u>2,012</u>	<u>1,582</u>
	<u>3,452</u>	<u>2,902</u>

## Notes forming part of the financial statements for the year ended 31<sup>st</sup> December 2023 (cont'd)

### 13 Analysis of Net Assets Among Funds

	General £	Designated £	Restricted £	Endowment £	Total £
Fixed Assets	650,000	–	–	–	650,000
Investments	101,241	–	–	–	101,241
Current Assets	21,954	1,494	7,728	2,000	33,176
<b>Net Assets as at 31st December 2023</b>	<b>773,195</b>	<b>1,494</b>	<b>7,728</b>	<b>2,000</b>	<b>784,417</b>

### 14 Volunteers

In common with all congregations of the Church of Scotland the congregation benefits from the contribution made by volunteers who give their time and talents willingly for the benefit of the Church. The areas of congregational life which rely on the contribution of volunteers are many and varied and much of the activity would be unable to continue were it not for the commitment shown.

### 15 Movement in Funds

	At 1st January 2023 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31st December 2023 £
<b>Endowment Funds</b>					
The Late Wm Scott Bequest	500	120	–	(120)	500
The Late Mrs M Macaskill Memorial Fund	1,500	54	–	(54)	1,500
	<u>2,000</u>	<u>174</u>	<u>–</u>	<u>(174)</u>	<u>2,000</u>
<b>Restricted Funds</b>					
Flower Fund	647	172	172	–	647
Garden – Shrub Fund	135	–	–	–	135
Lunch Club	935	–	–	–	935
Organ Fund	3,277	–	–	–	3,277
Relief Fund	143	–	–	–	143
Sunday School/Young People Fund	959	–	–	54	1,013
Defibrillator Fund	351	–	–	–	351
Listening Service	785	–	89	–	696
The Guild	531	–	–	–	531
	<u>7,763</u>	<u>172</u>	<u>261</u>	<u>54</u>	<u>7,728</u>
<b>Unrestricted Funds</b>					
General Fund	–	61,879	63,903	2,024	–
Property Reserve Fund – Manse	650,000	–	–	–	650,000
Fabric & Maintenance Fund	111,905	250	–	(1,904)	110,251
Gain/(Loss) on revaluation of investments	8,689	4,255	–	–	12,944
<b>Designated Funds</b>					
Coffee Fund	2,517	581	1,604	–	1,494
	<u>773,111</u>	<u>66,965</u>	<u>65,507</u>	<u>120</u>	<u>774,689</u>
<b>Total Funds</b>	<b>782,874</b>	<b>67,311</b>	<b>65,768</b>	<b>–</b>	<b>784,417</b>

## Notes forming part of the financial statements for the year ended 31st December 2022 (cont'd)

### Purpose of Endowment Funds

#### Stipend Endowment Income:

Income from a Capital sum held by the Church of Scotland General Trustees is set against the incumbent Minister's Stipend. (with effect from 2013 shown as a deduction from Ministries and Mission contribution).

#### The Late Wm Scott Bequest:

Income to be used for the benefit of the fabric of the Church premises – transferred to Fabric & Maintenance Fund.

#### The Late Mrs M Macaskill Memorial Fund:

Income to be used to provide Sunday School teaching materials – transferred to Sunday School/Young People.

### Purposes of Restricted Funds

**Flower Fund:** a fund to provide flowers for display during services of worship.

**Garden - Shrub Fund:** a fund to provide plants and materials for the Church garden.

**Lunch Club:** the Church runs a Lunch Club once a week when people (mainly the elderly but not exclusively) from the Parish and beyond can have a reasonably priced meal in congenial company.

**Organ Fund:** this fund is used to pay for major works of repair to the Church organ and is funded by donations and special fund raising events.

**Relief Fund:** this is a hardship fund and the distribution of any funds is at the discretion of the Minister.

**Sunday School / Young People:** Endowment Income is used to provide teaching materials.

**Defibrillator Fund:** this fund is for the provision of a defibrillator for use by the local community.

**Listening Service Fund:** this fund is for the provision of a listening service for use by the local community.

**The Guild:** The Guild is a national organisation within the Church of Scotland. Annually they raise funds of several hundreds of pounds, for specific projects and the funds are forwarded to the national treasurer. Although they maintain their own accounts the details of these are now included in our Church accounts.

### Purpose of Unrestricted Funds

**General Fund:** our Income and Expenditure for the year is processed through this account. Any resultant surplus/deficit at the end of the period is transferred to/from our Fabric and Maintenance Fund.

**Property Reserve Fund - Manse:** the Manse property is owned by the Congregation. In October 2009 we obtained a Surveyor's valuation indicating a current sale price for the property of £725,000. In November 2011 we obtained a more realistic current market valuation from our Surveyor of £650,000. Our Accounts now reflect this new figure.

**Fabric & Maintenance Fund:** this is our Reserve Fund and represents our liquid assets not designated in any of the other Funds. Extraordinary fabric repairs and improvements are met from this Fund. Any surplus or deficit in the annual Income and Expenditure is placed into/deducted from this account. Legacies not specifically designated for a particular use are placed in this account

### Designated Funds

**Coffee Fund:** The Church purchases supplies of coffee, biscuits etc for use by the various organisations in the Church. Donations are made towards the costs and this can result in a surplus in the account at the end of the year. Dependent on the resultant balance the funds may be used to purchase items for the Church or donated to worthwhile causes as agreed by the Congregational Board. Donations made from the Coffee Fund this year were:

	£
Priestfield Church for Advent Calendars for Prestonfield School children	350
Priestfield Church for holidays for Prestonfield School children	<u>900</u>
	<u>1,250</u>



## 16 Reconciliation of net movement in funds to net cash flow from operating activities

	2023	2022
	£	£
Net movement in funds	1,543	(15,155)
Deduct interest income	(4,859)	(3,720)
Deduct gains/ add back losses on investments	(4,255)	16,752
Decrease (Increase) in debtors	2,701	(567)
Increase (Decrease) in creditors	(550)	(970)
<b>Net cash used in operating activities</b>	<b>(5,420)</b>	<b>(3,660)</b>

## 17 Collections for Third Parties

In addition to the General Fund Income recorded in these Accounts the following income from Special Collections and Fund Raising Events for special purposes was received and disbursed during the year to other Charities.

	2023	2022
	£	£
Fresh Start	270	—
Christian Aid — Middle East Crisis Appeal	232	—
Edinburgh Food Project	299	—
Edinburgh Direct Aid	—	235
Reformed Church in Hungry Aid (via Church of Scotland) for Ukraine relief	—	865
World Vision (via DEC) for Ukraine relief	—	865
	<b>801</b>	<b>1,965</b>

# **CRAIGMILLAR PARK CHURCH**

## **Accounting Policies**

The principal accounting policies, which have been applied consistently in the current and preceding year in dealing with items which are considered material to the accounts, are set out below.

### **General information**

The charity is a registered charity in Scotland and is unincorporated. The address of the principal office is c/o 2c Craigmillar Park, Edinburgh EH16 5LZ.

### **Basis of preparation**

The accounts have been prepared in accordance with applicable accounting standards and under the historical cost convention, modified to reflect the inclusion of investments at market value, and in accordance with the Charities and Trustee Investment (Scotland) Act 2005, The Charities Accounts (Scotland) Regulations 2006 (as amended), the Regulations anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007, FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland' and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), (Charities SORP (FRS 102)). The financial statements are prepared in sterling, which is the functional currency of the entity. The charity constitutes a public benefit entity as defined by FRS 102.

### **Going concern**

There are no material uncertainties about the charity's ability to continue.

### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

### **Funds**

Funds are classified as either restricted funds or unrestricted funds, defined as follows.

Restricted funds are funds subject to specific requirements as to their use which may be declared by the donor or with their authority or created through legal processes, but still within the wider objects of the charity.

Endowment funds are funds which have been given on the condition that the original capital sum is not reduced, but the income there from is used for the purpose defined in accordance with the objects of the charity.

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity. If parts of the unrestricted funds are earmarked at the discretion of the trustees for a particular purpose, they are designated as a separate fund. This designation has an administrative purpose only and does not legally restrict the trustees' discretion to apply the fund.

### **Incoming resources**

All donations and gifts are included within incoming resources under either unrestricted or restricted funds according to the terms under which the donation is made and when the amount can be quantified with reasonable certainty. Donations and gifts in kind are brought into the accounts at their market value to the charity.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure. Expenditure is accounted for on an accruals basis. Expenditure is allocated to the particular activity where the cost relates directly to that activity. Irrecoverable VAT is charged against the category of expenditure for which it is incurred. Charitable Activities: Costs of charitable activities include all expenditure for providing worship in various forms and activities within the congregation.

### **Tangible fixed assets**

The charity has the right to occupy and use for its charitable objects certain tangible fixed assets, including the Church and halls vested in the Church of Scotland General Trustees. No consideration is payable for the use of these assets. The manse is owned by Craigmillar Park Church but no value for this asset was previously shown in the Church Accounts. It was introduced at an estimated valuation by the Trustees as at 31<sup>st</sup> December 2007. In October 2009 we

## **CRAIGMILLAR PARK CHURCH**

### **Accounting Policies (continued)**

obtained a Surveyor's valuation indicating a current sale price for the property of £725,000. In November 2011 we obtained a more realistic current market valuation from our Surveyor of £650,000. Our Accounts now reflect this new figure. Expenditure incurred on the repair and maintenance of these assets is charged as resources expended in the statement of financial activities in the period in which the liability arises.

All tangible fixed assets costing in excess of £1,000 having a value to the charity greater than one year, other than those acquired for specific purposes, are capitalised. Depreciation is provided on a straight-line basis to write off the cost or initial value, less residual value, of tangible fixed assets over their estimated useful lives:

Freehold buildings	0 years
Fixtures, fittings and office equipment	1 year

### **Investments**

Fixed asset investments are stated at market value at the balance sheet date. Unrealised gains and losses represent the difference between the market value at the beginning and end of the financial year or, if purchased in the year, the difference between cost and market value at the end of the year. Realised gains and losses represent the difference between the proceeds on disposal and the market value at the start of the year or cost if purchased in the year.

### **Taxation**

Craigmillar Park Church is recognised as a charity for the purposes of applicable taxation legislation and is therefore not subject to taxation on its charitable activities. The charity is not registered for VAT and resources expended therefore include irrecoverable input VAT.