

# **Dunfermline Free Church of Scotland**

**Trustees' Report and Financial Statements**

*Year Ended 31 December 2024*

# Dunfermline Free Church of Scotland

## Contents of the Financial Statements *for the year ended 31 December 2024*

---

	PAGE
Church Information	1
Report of the Trustees (including Accounting Procedures)	2
Report of the Independent Examiner	4
Receipts and Payments Accounts	5
Statement of Balances Accounts	7
Notes to the Receipts and Payments Accounts	8

# Dunfermline Free Church of Scotland

---

## Church Information

### Trustees



### Address

36 Maclean Walk  
Dunfermline  
KY11 8TX  
Tel: 01383 791480  
[www.dfc.scot](http://www.dfc.scot)

### Bankers

Royal Bank of Scotland  
Dunfermline (C) Branch  
52-54 East Port  
Dunfermline  
KY12 7HB

### Independent Examiner



# Dunfermline Free Church of Scotland

## Report of the Trustees

The Trustees are pleased to present their report together with the financial statements of the Church for the year ended 31 December 2024.

### Status of Charity and Governing Document

Dunfermline Free Church of Scotland is established by Constitution. The church is a Scottish Charity (No. SC044551).

### Aims and Affiliation

The Free Church of Scotland currently has a significant number of congregations in Scotland, as well as in London, North America, and sister Churches founded by mission work in India, Peru and South Africa. The Church also has a full-time college in the heart of Edinburgh for the training of Ministers and other Christian workers and sustains an extensive Missionary programme relative to the size of the church.

Dating from 1843 but with its roots in the Reformation, it owes its distinctive title to its historical struggle to remain 'free' from state interference in its internal affairs. It has close and active relations with many other Reformed churches of Jesus Christ throughout the world and stands firmly in the tradition which accepts the Bible in its entirety as the Word of God and, therefore, derives its forms of teaching, worship, ministry and government from it. The main emphasis of our worship is the preaching of the gospel - the good news of a free and sovereign salvation through Jesus Christ alone.

Dunfermline Free Church of Scotland (known as "New City Church") is a congregation of the national Free Church of Scotland working towards the common aims set out above. It is a Presbyterian church adhering in its worship and doctrine to the position of the Church of Scotland at the Reformation. The Free Church of Scotland has an explanatory document which explains the origins of the Church and which gives the historical background to the Church coming into being in 1843 and lists documents in which is embodied the constitution of the Church.

The congregation is authorised by the Church to have a minister paid from central funds of the Church.

The government of the Free Church of Scotland is Presbyterian and the congregation is within the Presbytery of Edinburgh & Perth.

### Trustees and Office Bearers

The Church is Presbyterian in government and its day-to-day running is undertaken by the Elders (the Kirk Session) and the Deacons (the Deacons' court). The Deacons' Court's specific function relates to the material and financial business of the congregation, whereas Elders are charged with the general and spiritual oversight of the congregations. It is accepted practice for the Minister and Elders to also be in membership of the Deacons' Court. Under charity law the Deacons' Court are deemed to be the Trustees of the Congregation. This is distinct from the role of congregational trustees responsible only for holding property in trust.

The Deacons' Court (the Trustees) who served during the year were as follows:-

#### *Deacons' Court*

*Elders*

*Deacons*

*Minister*

#### **Congregational Trustees**

For holding property -

# Dunfermline Free Church of Scotland

## Report of the Trustees

### Appointment of Charity Trustees

The Kirk session exercises its discretion in determining the most appropriate method of electing new Trustees (Elders and Deacons). Any election process must involve the communicant membership of the congregation. There is no fixed term for Trusteeship. Prior to their appointment, new Trustees would have served the Church for some time in various roles and would be familiar with the Church's values, its aims and objectives as well as its day-to-day operations. As part of their induction programme, new Trustees are required to understand their statutory responsibilities as well as their responsibility as Elder or Deacon.

### Achievements and Performance

During the year, the Church met regularly for worship and carried out various activities in pursuit of the above stated aims.

The congregation continued its commitment to support the National Free Church of Scotland both spiritually and financially.

Significant highlights, events and developments of note in the year include the following: -

#### In relation to congregational activities:

- Weekly worship services were held in Masterton School and fortnightly evening services were held in Dunfermline East Church.
- The congregation continued to operate as New City Church after adopting the name in May 2022 as a 'known as' name.
- In August 2023, [REDACTED] stepped down as our minister. The congregation actively sought a new full time minister and has made substantial steps in securing someone for this role from April 2025.
- [REDACTED] continued employment as a 'Minister in Training' until July 2024, after which, he has taken up a permanent position in another Free Church.

#### In relation to congregational funding:

- Continued commitment from church members via weekly offerings and Gift Aid donations.
- The congregation continues to make monthly repayments to the Free Church of Scotland after securing a loan from the trustees to purchase 36 Maclean Walk, Dunfermline, KY11 8TX.

### Financial review

#### Principal sources of funding

The congregation receives its funding by way of weekly offerings and Gift Aid donations.

#### Results for the year

The financial statements for the year are set out on pages 5-10. The Statement of Financial Activities reflects net incoming resources of £99,180 (2023 – £94,306), an increase of 5% on the prior year.

#### Reserves

It is the policy of the congregation to maintain unrestricted funds, i.e. funds not committed or invested in fixed assets, at a level which equates to approximately three months unrestricted expenditure. This allows sufficient funds to enable the ongoing work of the church to be maintained. The General Fund at 31 December 2024 amounted to £37,785 (2023 - £17,186).

Total reserves, excluding the net book value of fixed assets, the carrying value of other debtors and accrued expenses but including balances on restricted funds amounted to £37,785 (2023: £24,084).

#### Grant Making Policy

The congregation makes grants from its gift income to individual and organisations whose aims are compatible with the congregation's objectives.

#### Statement on Risk

The trustees assess the major risks to which the congregation is exposed on an ongoing basis and have established procedures to mitigate those that are identified as a result of these reviews.

## **Independent Examiner's report to the Trustees of Dunfermline Free Church – SC044551**

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2024 which are set out on pages 1 to 10.

### **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 Trustees 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 sections 44(1) (C) of the Act and to state whether particular matters have come to my attention.

### **Basis of Independent examiner's statement**

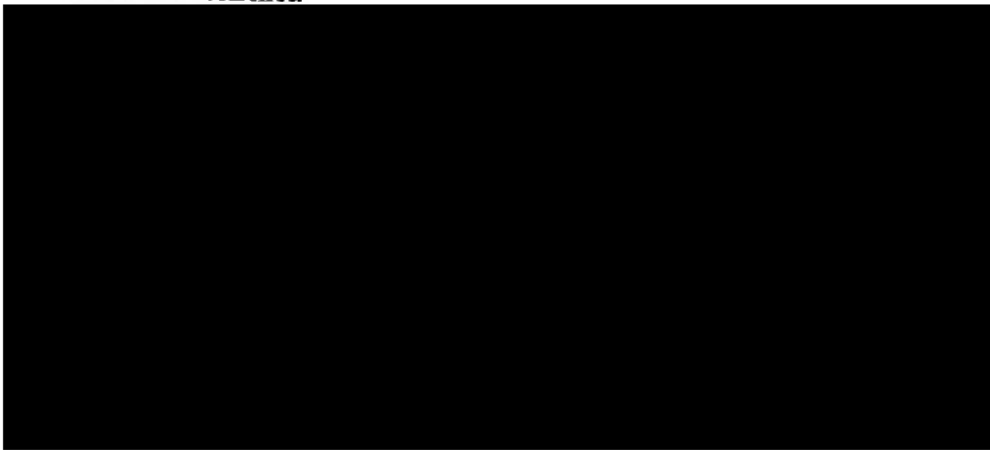
My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual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



## Receipts and Payments Accounts

For the year ended 31 December 2024

Notes	Unrestricted Funds			Total 2024 £	Total 2023 £
	Unrestricted Funds		Restricted Funds £		
	General Fund £	Designated Funds £			
<b>Receipts</b>					
Bank interest	464			464	229
Minister-in-training Grant		2,750		2,750	5,250
Door collections and Envelopes	7,444			7,444	9,257
Other Income	8,194			8,194	5,026
Standing Orders & Charities Trust	69,366			69,366	63,997
Tax recovered on gift aid giving	10,963			10,963	10,548
<b>Total Receipts</b>	<b>96,430</b>	<b>2,750</b>	<b>-</b>	<b>99,180</b>	<b>94,306</b>
<b>Payments</b>					
<i>Payments for Charitable activities</i>					
Charity donations	1,670			1,670	625
Copyright Licence	163			163	-
Minister-in-training Salary		7,456		7,456	10,876
Donation Envelopes	49			49	76
Galashiels Plant	1,020			1,020	1,020
Garden Services	278			278	159
Gift Aid Admin	256			256	122
Insurance	773			773	764
Manse & Office Expenses				-	4,867
Manse Council Tax	680			680	2,962
Manse Heat & Light				-	3,609
Manse Repayments	20,123			20,123	19,345
Minister's leaving gift and farewell				-	1,425
Minister's Travel				-	1,128
Ministry	157			157	1,465
Presbytery Dues	171			171	281
Pulpit Supply	2,500			2,500	403
Remittances to Central funds	46,801			46,801	42,014
Service & Misc Expenses	351			351	792
Telephone				-	260
Venue Rental	1,213			1,213	678
Website & Publications	118			118	64
Youth Expenses	1,450			1,450	1,371
<i>Governance costs</i>					
Independent Examination	250			250	250
<b>Total Payments</b>	<b>78,023</b> <b>156,047</b>	<b>7,456</b>	<b>-</b>	<b>85,480</b>	<b>94,557</b>
<b>Surplus/(Deficit) for the year</b>	<b>18,407</b>	<b>(4,706)</b>	<b>-</b>	<b>13,700</b>	<b>(250)</b>

Net movement in funds after transfers	18,407	(4,706)	-	13,700	(250)
Total funds brought forward	24,085	-	-	24,085	24,334
Total funds carried forward	42,492	(4,706)	-	37,785	24,084
	42,492		0	42,492	29,710

Represented by:			2024	2023
<i>Unrestricted funds</i>				
General Fund	3		37,785	17,186
Designated Funds	3		-	6,898
<i>Restricted Funds</i>			-	-
			37,785	24,084



Statement of Balances  
As at 31 December 2024

	Notes	2024 £	2023 £
<b>Bank &amp; Cash in hand</b>			
Opening balance		24,084	24,334
Surplus/(Deficit) for the year		13,700	(250)
Closing balances		37,784	24,084
<b>Total of monetry assets held</b>			
		37,784	24,084
<b>Reserves</b>			
Unrestricted funds		37,784	17,186
Designated funds		-	6,898
Restricted funds		-	-
		37,784	24,084

The notes form part of these financial statements.

# Dunfermline Free Church of Scotland

---

Notes to the Financial Statements for the year ended 31 December 2024

## 1. Accounting Policies

### Accounting Convention

The financial statements have been prepared under the historical cost convention, and under the guidelines laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (revised 2008).

### Basis of financial statements

The financial statements have been prepared on a cash basis.

### Church Income

All voluntary income and bank interest is accounted for when received. Income from tax recoveries on Gift Aid is accounted for when received.

### Tangible fixed assets

Depreciation is provided solely for internal reporting purposes at the following annual rates in order to write off each asset over its estimated useful life:-

Freehold property - Manse	2% straight line
---------------------------	------------------

### Statement of Financial Activities

For the purpose of the Statement of Financial Activities as shown on Appendix page 1, funds are defined as follows:

Unrestricted funds comprise grants and other income received for the objects of the church without further specified purpose and are available as general funds.

Designated funds represent unrestricted funds which have been earmarked by the Trustees for particular purposes.

Restricted funds comprise income which has been received for the objects of the church and specified for a restricted purpose within these objects by the donor.

# Dunfermline Free Church of Scotland

## Notes to the Receipts and Payments Accounts

For the year ended 31 December 2024

### 2. Tangible fixed assets

	Freehold property - Manse £	Total £
<b>Cost</b>		
At 1 January 2024	279,586	279,586
Additions	-	-
Disposals	-	-
At 31 December 2024	279,586	279,586
<b>Depreciation</b>		
At 1 January 2024	-	-
Charge for year	14,058	14,058
Eliminated on disposals	-	-
At 31 December 2024	14,058	14,058
<b>Net Book Value</b>		
At 31 December 2024	265,528	265,528
At 31 December 2023	276,486	276,486

### 3. Unrestricted funds

	Balance at 01/01/24 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31/12/24 £
General Fund	17,186	96,430	(78,023)	2,192	37,784
<b>Designated funds:</b>					
Minister in training	6,898	2,750	(7,456)	(2,192)	-
Total designated funds	6,898	2,750	(7,456)	(2,192)	-
Total unrestricted funds	24,084	99,180	(85,480)	-	37,784

#### Explanation of funds

The General Fund encompasses all income and expenditure relating to the primary focus activities of the charity, other than those for which funding is restricted.

The Minister in Training Fund encompasses all income and expenditure relating to the primary focus activities of training a minister undertaken by the church.

#### 4. Restricted funds

	Balance at 01/01/24 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31/12/24 £
Total restricted funds	-	-	-	-	-

*The charity has no restricted funds.*

#### 5. Summary of assets and liabilities held for Charitable purposes

##### Assets at 31 December 2024

Freehold property - Manse	2	265,528	272,557
Other debtors - accrued gift aid		2,500	2,900
<b>Sub-total</b>		<b>268,028</b>	<b>275,457</b>
Less:			
Outstanding loans on Freehold property - Manse		232,928	241,218
<b>Total</b>		<b>35,100</b>	<b>34,239</b>

##### Liabilities at 31 December 2024

Trainee Minister Salary accrued	-	932
Venue rental accrued	28,800	18,000
Pulpit supply and other creditors	145	182
Remittances to Central funds	10,749	4,113
	<b>39,694</b>	<b>23,227</b>

As noted in the accounting policies (note 1), these financial statements have been prepared on a cash basis. Accordingly, the assets and liabilities noted above are disclosed for information purposes only, and have accordingly, not been recognised and presented on the face of the Statement of Balances.