

**Bucksburn Stoneywood Parish Church of Scotland  
19 Old Meldrum Road  
Bucksburn  
ABERDEEN  
AB21 9AD**



**ANNUAL ACCOUNTS  
ACCRUED (SORP COMPLIANT) ACCOUNTS**

**Year ending 31<sup>st</sup> December 2012**

**Budget 2013**

**Congregation Reference Number 311886**

**Scottish Charity Number SC017404**

**[www.bucksburnstoneywoodchurch.com](http://www.bucksburnstoneywoodchurch.com)**

# **Trustees' Annual Report**

## **Year ended 31 December 2012**

The trustees present the annual report and accounts for the Bucksburn Stoneywood Parish Church for the year ended 31 December 2012.

### **Reference and Administrative Information**

Charity Name: Bucksburn Stoneywood Parish Church of Scotland

Charity Registration Number: SC017404

Congregation Reference No: 311886

Contact Address: 19 Old Meldrum Road  
Bucksburn  
ABERDEEN  
AB21 9AD

Website: [www.bucksburnstoneywoodchurch.com](http://www.bucksburnstoneywoodchurch.com)

### **Trustees**

Minister: N Parker

Elders:

R Anderson; G Barron; E Bruce; S Bruce; G Cruickshank; R Cruickshank; A Henderson; M Henderson; Michael Hepburn; Anne Hepburn; B Leslie; K MacIntosh; C Mundie; R Murray; G Rennie; M Rennie; J Stephen; D Stewart; A Stuart (died 28-05-12); A Thomson; E Wedderburn.

Board Members: A Anderson (died 25-08-12) ; M Anderson-Smith; A Joss; A McKinnon (died 12-11-12); M Mundie; M Munro; Murray Hepburn; A Prideaux; M Still; W Low.

### **Principal Office-bearers**

Minister: Rev Dr Nigel Parker  
Session Clerk: Mr Michael Hepburn  
Clerk to the Board: Mrs Muriel Rennie  
Church Treasurer: Vacant

### **Independent Examiner**

Graeme Pyle  
Williamson & Dunn  
Chartered Accountants  
3 West Craibstone Street,  
Bon-Accord Square,  
Aberdeen  
AB11 6YW

### **Bankers**

Clydesdale Bank,  
Bucksburn Branch  
4 Old Meldrum Road,  
Bucksburn,  
Aberdeen  
AB21 9DT

# Trustees' Annual Report

## Year ended 31 December 2012

### Structure, Governance and Management

#### Governing Document

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

#### Recruitment and Appointment of Trustees

Members of the Kirk Session and the Congregational Board are the charity trustees. The Kirk Session members are the elders of the church and are chosen from those members of the church who are considered to have the appropriate gifts and skills. The minister, who is a member of the Kirk Session, is elected by the congregation and inducted by Presbytery. The Congregational Board is appointed from within the congregation and members of the congregation are invited to nominate individuals who are believed to have the skills and commitment to contribute to the management affairs of the Church, to become members of the Board. Board Members are then appointed at the Stated Annual Meeting and serve for a period of three years after which they must seek re-election at the next Stated Annual Meeting.

#### Organisational Structure

The Congregational Board is chaired by the minister and meets seven times in a year. Certain responsibilities are delegated to the Finance Committee and the Property Committee as appropriate. The Kirk Session which meets six times a year is responsible for spiritual affairs within the church.

### Objectives and Activities

The Church of Scotland is Trinitarian in doctrine, Reformed in tradition and Presbyterian in polity. It exists to glorify God and to work for the advancement of Christ's Kingdom throughout the world. As a national Church, it acknowledges a distinctive call and duty to bring the ordinances of religion to the people in every parish of Scotland through a territorial ministry. It co-operates with other Churches in various ecumenical bodies in Scotland and beyond.

#### Regular Activities

##### **Sundays**

9.30am 3Bs club for P7-S3

10.30am Worship services

The Junior Church meets during the service

**Monday-Wednesday** 9.45-11.40am – The Cloverfield Playgroup\*\* meets in the hall.

**Mondays** 6-7pm Jazzercise

##### **Tuesdays**

The Guild meets in the hall monthly either in the afternoon or evening.

##### **Wednesdays**

1.45pm Scottish Country dancing in the hall (October-March). In the autumn this changed to the afternoon

##### **Thursdays**

Fortnightly: The welcome cuppa. 10-11.30am

Monthly: Tots' tunes - outreach to pre school children and parents.

6-7pm Jazzercise\*\*

7.15-8.15pm Swedish fitness class in the hall.\*\*

7.30pm Learning and growing through Bible study and discussion.

##### **Fridays**

9.30-11.30am Bucksburn Mothers and Toddlers meet in the hall\*\*

\*\* = external lets

## **Trustees' Annual Report (cont)**

### **Year ended 31 December 2012**

#### **Achievements and Performance**

On 1<sup>st</sup> January 2012 the regular time for Sunday worship was changed to 10.30am The early service was discontinued. Services were led by the minister, assisted from time to time by elders and others. Musical items were drawn from a variety of traditions and styles.

It continues to be regretted that there is no treasurer. The statutory responsibilities fall to the Clerk to the Board assisted by the minister. Mike Hepburn has been appointed presbytery elder.

At the end of the year there were 472 members. There were no weddings this year; three baptisms and 29 funerals were conducted; the sacrament of the Lord's Supper was conducted on 4 Sundays during the year and on Maundy Thursday.

The minister continued as interim moderator for St John's Church for Deaf People. This congregation again held its carol service in Bucksburn Stoneywood Church.

Opportunities for Christian education continued through the year with "Exploring Christianity" and "Exploring Discipleship" courses. A meeting with Jews for Jesus missionary Barry Barnett was well supported in the run up to Easter. Bucksburn and Stoneywood Primary schools both came to the church at various times in the year for assemblies. The minister continued to act as chaplain to both primary schools and also to lead as part of a chaplaincy team (with Hugh Wallace of Newhills) at the Bucksburn Academy.

Resources for children were provided by the hard working staff of the Junior Church. A 3Bs club (Bible, Breakfast and Banter) was started for P7-S3 children. The youth fellowship fund provided resources.

During the year several outreach events were held. There were shopndrops for primary school children held in the runup to Easter and also in November. In August there was a family picnic. Christmas cards with details of the church were distributed to the entire parish of over 2200 homes. The Church website was reconstructed.

The Guild numbers declined to a point where it was felt inappropriate to continue. However a number of offers of support came in and it was enabled to continue in a local form. It continued to pursue its 3 year theme with lively talks and an informative programme. Through the Guild the church was kept in contact with Thundu congregation in Malawi.

TEAR Fund, Blythswood and Christian Aid were supported through special collections. The mission and Benevolent fund supported long term partners.

The Kirk Session continued to work toward the goals identified at the conference held in 2010..The most visibly achieved goal was that of replacing the manse. This had been a long standing issue and had taken much time during the year.

Our outreach to the community was assisted by new partnerships formed through ACVO (Aberdeen Council of Voluntary organisations). Through this agency we received £6666.67 from the Change Fund to support and improve our buildings' use by the community. This is with particular emphasis on keeping the community fitter and more active.

We continued to work together where appropriate with neighbouring churches. We shared in joint events like the World Day of Prayer, a joint Good Friday service. The latter was held in Newhills church and shared with Dyce and also St John's Church for Deaf People through the minister's

work as interim moderator. There is also a partnership formed with the city wide befriending alliance and its local expression of the Living Well Trust.

## **Financial Review**

2012 saw two remarkable financial events in the life of the congregation.

The buying and selling of the manses was a substantial transaction as outlined in the appendix of the accounts..In November 2011 the congregation with the support of the General Trustees and the Presbytery, committed itself to the purchase of 23 Polo Park, a new build property at Bancon's Development at Hazelgrove on 16<sup>th</sup> August 2012. The cost of this was £411,498 plus removal expenses legal fees etc.

25 Gilbert Road was put on the market at in January 2012 asking for offers around £315,000. The sum offered, £307,000, was the best that was forthcoming in the time and in the opinion of the church solicitor should be accepted. The difference was made up by the congregation's reserves. At a financial level the transaction went as smoothly as might reasonably be expected. A bridging loan of two weeks was necessary to accommodate all the arrangements.

The other substantial event was a legacy from the estate of Mr Duncan Watt of Market Street. He left the bulk of his estate to the congregation with a clause in his will that it should be used "for young people if possible." No further definition of young people was offered. The congregation acknowledges with gratitude the £120,136.77. We also acknowledge too the gift of £500 in memory of Arthur and Chris Smith. During the year the Congregational Board advanced previous plans for the development of the property with a view to young people and others.

Among the more regular items, the largest item of expenditure in 2012 continued to be the ministries and mission contribution of the church. While we have met the contribution in full, we still do not contribute the full cost of ministry within the congregation and we are not self supporting.

The largest regular source of income of the congregation continued to be the donations of the members. Compared with 2011:

- The non-Gift Aid WFO was reduced by a third

- Gift aid WFO increased by a third

- Annual gifts and standing orders declined 15%

- Open plate offerings increased nearly doubled;

- The Gift Day again increased its contribution, this time by 8%

- The refund of Gift Aid tax did not come through before the end of the financial year.

  - It arrived in February 2013 and was for the sum of £4714.37.

- Also down were income from the Autumn Fayre and investment income, the latter because of selling investments to pay for the new manse.

**Taken overall (especially allowing for the tax refund) the amount of regular income was £2000 up on the budgeted figure.**

The largest regular source of expenditure was the Mission and Ministry contribution of the congregation. The M&M Contribution was reduced by presbytery to pay for a new sound field system for St John's Church for Deaf People. Setting aside the exceptional items associated with the purchase of the new manse, the regular expenses of the congregation were nearly £1000 below budget expenditure. The most substantial reason for that is the Council tax contribution In the changeover of manse there was an accounting delay and so we have had a refund of the overpayment on 25 Gilbert Road, but the council tax for 23 Polo Park will not occur until January 2013. The new website added to budget.

**Taken overall (especially accounting for the Council Tax anomaly) our regular expenditure was around that which was budgeted.**

## **Reserves Policy**

It is the Trustees' policy that regular running costs of the church should be met by the regular income of the church. This year we did not quite achieve this but we ended the year in healthier position than predicted by the budget at the beginning of the year. We were able to achieve this despite the budget deficit predicted. We used the Sunday School fund and the Youth fellowship fund to pay for items particular to those groups, rather than go deeper into General Fund reserves.

Previous annual accounts have specified that the reserves would be used to safeguard the future of the congregation. The purchase of the manse was funded using much the reserves of the congregation since without a manse there would be no minister for the future congregation. As detailed in the accounts the General Fund, fabric fund and Consolidated fabric fund have been used. The only unrestricted investments remaining are the NS&I Income bond of £17000 and the Leslie Legacy of £26,452.08 held on Deposit in the Investors trust.. Until all the costs of the purchase of the manse became known we could not be sure of the how much money we would have in reserve.

Now that these are known we shall have to consider what is a proper contingency for the life of the congregation and its property.

The Church also held £129,159.38 of restricted funds which have been provided for the purposes specified in Note 13.

## **Statement of Trustees' Responsibilities**

### **Statement of Trustees' Responsibilities**

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments 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; and
- 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. 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.

Approved by the Trustees and signed on their behalf,

**M Hepburn**

**Session Clerk  
4<sup>th</sup> March 2013**

**Bucksburn Stoneywood Parish Church**  
**SC017404**

**Independent Examiner's Report to the Trustees of Bucksburn Stoneywood Parish Church**

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2012 which are set out on pages 8 to 20.

**Respective responsibilities of trustees and examiner**

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

The charity trustees consider that the audit requirement of Regulation 10(1) (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. 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 8 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.

Graeme Pyle CA

Williamson & Dunn  
Chartered Accountants  
3 West Craibstone Street,  
Bon-Accord Square,  
Aberdeen  
AB11 6YW

Date:

## Statement of Financial Activities

### Year ended 31 December 2012

	Note	Unrestricted Funds 2012	Restricted Funds 2012	Endowment Funds 2012	Total 2012	Total 2011
<b>Incoming Resources</b>						
<b>Incoming resources from generated funds</b>						
Voluntary income	1	37991	127851		165842	38776
Activities for generating funds	2	7129			7129	8372
Investment income	3	1249	118	13	1380	1987
<b>Incoming resources from charitable activities</b>	4	1097			1097	461
<b>Other incoming resources</b>		1890	307000		308890	3691
<b><u>Total Incoming Resources</u></b>		<u>49356</u>	<u>434969</u>	<u>13</u>	<u>484338</u>	<u>53257</u>
<b>Resources Expended</b>						
Costs of generating funds	6	368			368	386
Charitable activities		68756	329160		397916	58183
Governance costs		1025			1025	25
<b><u>Total Resources Expended</u></b>		<u>70149</u>	<u>329160</u>	<u></u>	<u>399309</u>	<u>58594</u>
<b>Net incoming/outgoing resources before transfers</b>		-20793	113620		85029	-5307
<b>Transfers between funds</b>		-7798	7811	-13	0	0
<b>Net incoming/outgoing resources before other recognised gains and losses</b>		-28591	113620	0	85029	-5307
Gain/Loss on revaluation of investments		6460	250		6710	
<b>Net movement in funds</b>		-22131	113870	0	91739	5307
<b>Total funds brought forward</b>		84590	14344	1000	99934	105241
<b><u>Total funds carried forward</u></b>		<u><u>62459</u></u>	<u><u>128214</u></u>	<u><u>1000</u></u>	<u><u>191673</u></u>	<u><u>99934</u></u>



## **Balance Sheet**

**At 31 December 2012**

	<b>Note</b>	<b>2012</b>	<b>2011</b>
<b>Fixed Assets</b>			
Tangible Fixed assets	<b>9</b>		
Investments	<b>10</b>	<u>                    </u>	<u>13,517</u>
<b>Current Assets</b>			
Debtors	<b>11</b>	4772	
Bank and cash		<u>189592</u>	<u>86417</u>
		194364	
<b>Creditors</b>			
Falling due within one year	<b>12</b>	<u>-2691</u>	<u>                    </u>
<b>Net Current Assets</b>		191673	86417
<b>Net Assets</b>		<u>191,673</u>	<u>99,934</u>
<b>Unrestricted Funds</b>	<b>14</b>		
General funds		35598	57774
Designated funds		<u>26,861</u> 62459	<u>26,816</u> 84590
<b>Restricted Funds</b>	<b>14</b>	128214	14344
<b>Endowment Funds</b>	<b>14</b>	1000	1000
<b>Total Funds</b>		<u>191,673</u>	<u>99,934</u>

The accounts were approved by the Kirk Session and Congregational Board on 4<sup>th</sup> March 2013.

For and on behalf of the Kirk Session and Congregational Board

Mr Mike Hepburn

Session Clerk

Mrs Muriel Rennie

Clerk to the Board

# **Bucksburn Stoneywood Parish 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.

The charity has adopted the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities (issued February 2005) for the first time. Accordingly, the accounts of the charity, previously prepared on a receipts and payments basis, have been restated.

### **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, the Regulations anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007 and the Statement of Recommended Practice: Accounting and Reporting by Charities (2005).

### **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.

### **Resources expended**

Expenditure is recognised on an accruals basis as the liability is incurred.

## **Bucksburn Stoneywood Parish Church**

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

#### **Tangible fixed assets**

The charity has the right to occupy and use for its charitable objects certain tangible fixed assets, including the Church, halls and manse, vested in the Church of Scotland General Trustees. No consideration is payable for the use of these assets. 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, would be capitalised. Depreciation would be 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. However the congregation has no such assets.

#### **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.

The congregation's investments were held as units in the Investors trust of the Church of Scotland. These units were held as part of local funds: General fund or Fabric fund. All units were sold in August and proceeds put towards purchase of the manse. The value of Investments at 1<sup>st</sup> January 2012 and before is shown at cost price. The realised gain is shown as gain over the cost price.

#### **Taxation**

Bucksburn Stoneywood Parish 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.

**Notes forming part of the financial statements**  
**for the year ended 31 December 2012**

	Unrestricted Funds 2012	Restricted Funds 2012	Endowment Funds 2012	Total 2012	Total 2011
<b>1 Voluntary income</b>					
WFO Scheme (non Gift aid)	6266			6266	9699
WFO Scheme (Gift Aid)	10979			10979	8107
Annual Gifts and standing orders	7947			7947	9308
Gift Day	4457			4457	4110
Ordinary Offerings (Open Plate)	1929			1929	1168
General donations	170			170	
Tax Recovered on Gift Aid Donations	5280			5280	4725
Guild donation	150			150	150
Other Offerings,					
Guild funds	313			313	256
Flower Fund		548		548	712
Junior Church		140		140	228
Mission and Benevolent		360		360	314
Change Fund allocation		6666		6666	
Legacies	500	120137		120137	
	37991	127851		165842	38776
<b>2 Activities for Generating Funds</b>					
Use of Premises	2840			2840	2325
Social committee events	638.64			638.64	1084.1
Sponsored stroll	401			401	511
Jumble sale	-				502.85
Autumn fayre	1345.16			1345.16	1448.49
Welcome cuppa	1061.12			1061.12	1266.86
Quiz sales	350.82			350.82	413.58
Guild fundraising	432.15			432.15	820.05
	7129			7129	8372
<b>3 Investment income</b>					
<i>Deposit interest</i>	766	63	13	842	1987
NS&I income bond (General Fund)	246.54			246.54	246.5
Sidney Leslie Legacy	330.24			330.24	}
General purposes (General Fund)	189.62			189.62	}
Fabric fund Deposit		62.9		62.9	}
Imray Fund for Sunday school			12.57	12.57	}1740.22
<i>Dividends received</i>	483	55		538	}
Growth Fund (General Fund)	128.86			128.86	}

Growth Fund (Fabric Fund)		54.49		54.49	
Income Fund (General Fund)	353.4			353.4	}
3 ½% war stock dividend (fabric fund)		0.86		0.86	}
Bank interest (Guild)					0.09
Manse purchase fund interest		4.46		4.46	
		<u>1248.66</u>	<u>122.71</u>	<u>12.57</u>	<u>1383.94</u>
					<u>1986.81</u>

**4 Incoming Resources from Charitable Activities**

Weddings and Funerals	1060			1060	430
“Life and Work” surplus	37			37	32
		<u>1097</u>		<u>1097</u>	<u>462</u>

**5 Other Incoming resources**

Income from General Trustees	1890			1890	3691
Gain on sale of heritable property		307000		307000	
Accounting/arithmetical errors	-41.44			-41.44	82.28
Refund from Cons Fab Fund	1890.34			1890.34	3608.79
<i>Net Gain from sale of investments</i>					
General Fund (CofS Growth fund units)	5290.84 - 1528.64 = 3762.20			3762.2	
General Fund (CofS Income fund units)	12698.84 - 10001.22 = 2697.62			2697.62	
Fabric Fund (CofS Growth fund units)		2237.09 - 1987.10 = 249.99		249.99	
<i>Manse purchase account</i>					
Bridging loan		307000		307000	
Sale Price 25 Gilbert Road		307000		307000	
Gain from sale of Consolidated Fabric Fund Capital account shares		74202.39		74202.39	
Income from Consolidated Fabric Fund Revenue account (10-08-2012)		9566.39		9566.39	
Income from Consolidated Fabric Fund Revenue account (01-10-2012)		3497.75		3497.75	
	8308.72	701516.52		709825.24	3691.07
	50997.37	829490.58	12.57	880500.52	53287.22

**Notes forming part of the financial statements  
for the year ended 31 December 2012**

	Unrestricted Funds 2012	Restricted Funds 2012	Total 2012	2011
<b>6 Analysis of Resources Expended</b>				
Costs of Generating Funds				
Investment Manager's Fees				
Offering Envelopes	368		368	387
	368		368	387
Charitable Activities				
<i>National ministry and wider work</i>				
Ministries and Mission Contribution	28810		28810	28313
<i>Less endowment income</i>	-2179		-2179	-2173
Ministries and Mission contribution (Nett)	28810		28810	28313
<i>Less presbytery adjustment</i>	-1200		-1200	-6000
New manse down-payment				5000
Minister's BSL course				1000
Sound Field system	1200		1200	
Presbytery dues	595		595	555
<i>Local staffing costs</i>				
Minister's traveling expenses	960		960	960
Minister's phone and other expenses	744		744	621
Ministerial assistance	660		660	620
Pulpit supply	355		355	330
Other staffing costs	3240		3240	3365
<i>Building costs</i>				
Fabric repairs and maintenance (Gen'l Fund)	2577		2577	2741
Equipment	332		332	
Gas	947		947	916.86
Electricity	2133		2133	2887.52
Water	547		547	591.34
Buildings insurance	2261		2261	2269.84
Manse council tax	1212		1212	2345.72
Cleaning materials	122		122	83.75
New manse expenses	19776		19776	
<i>Other local costs</i>				
Church hall telephone	210		210	175
Web site	50		50	
Organ repair				11.88
Postage	88		88	74.26

Printing and photocopying	144		144	423.85
Publicity and advertising stationery				
General Education and elder training				
Other expenses (Junior Church materials, leaflets, Communion wine, CCLI, harvest cakes, holiday clubs)	538		538	854.51
External donations	0		0	40
<b>Total General Fund expenses</b>	<b>66301.56</b>		<b>66301.56</b>	<b>48140.12</b>
Guild expenses	197.89		197.89	1023.44
Guild donations to external agencies	524		524	490
Grants to cong'l organisations				
Schools donation from welcome cuppa	30		30	40
Manse fund expense				500
Sunday school fund (Martha)				180
Sunday school fund (materials)		153	153	
Flower purchase		635	635	786.86
Youth fellowship		70	70	
Out of School care		795	795	
M&B fund external donations		300	300	450
Change fund				
Duncan Watt legacy				
Fabric fund				
Manse purchase Fund		327227	347003	5000
<b>Total</b>	<b>68756</b>	<b>329160</b>	<b>795504.27</b>	<b>58183</b>
Governance Costs				
Independent Examiner's Fee	1025		1025	25
	1025		1025	
<b>Total</b>	<b>70149</b>	<b>329160</b>	<b>399309</b>	<b>58595</b>

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 December 2012

	2012	2011
	£	£
<b>7 Staff costs and numbers</b>		
Salaries and wages	3985	3900
Social security costs	0	0
<b>Total</b>	<u>3985</u>	<u>3900</u>

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

	<b>2012</b>	<b>2011</b>
	<b>Number</b>	<b>Number</b>
Ministerial support		
Administration	1	1
Music staff	1	1
Premises maintenance	1	1
	<u>3</u>	<u>3</u>

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 £24,427 and the maximum stipend (in the ninth and subsequent years) £31035.

## **8 Trustee Remuneration and Related Party Transactions**

During the year the minister received reimbursement of travel expenses of £960 and benefit of council tax of £1211.85.

Mrs Katie Parker, wife of the minister, received £1200 for her services as an organist.

Mr A Henderson and Mr J Stephen, members of Kirk Session, received gifts of £25 each in appreciation of voluntary church officer duties.

No other trustee received any remuneration or 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.

## **Notes forming part of the financial statements for the year ended 31 December 2012**

### **9 Tangible Fixed Assets**

There is a manse and church/hall associated with the congregation.

As the church/hall buildings once belonged to the Free Church, the properties were held in trust by the Church Solicitor. In turn the buildings were brought by church legislation under the control of the General Assembly. Although there are local trustees (Minister, Session Clerk and Clerk to the Congregational Board), the General Assembly asserts its control through the General Trustees. An accurate valuation of the 1844 'C' listed building cannot be given. The Rateable Value of the church and hall premises is £9,300. However the premises are 100% exempt business rates.

The manse purchased in August 2012 is now vested in the General Trustees. As such it is not a part of the congregation's assets. For the record, the cost of the manse was £411,498 and it is in band G of the Council Tax bands.

No fixed items with a value in excess of £1000 have been purchased in the past ten years. Depreciation does not apply to any items presently owned by the congregation

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### **10 Investments**

investments are held with the Church of Scotland Investors Trust. During the year all investments in the CofS Growth and Income funds were sold to finance the purchase of the new manse. The funds were transferred to the manse ledger in the General Trustees. The fabric fund has a small historic holding of 3½% war stock.

Congregational investments were donated to the General Trustees in 2012 for the purchase of the new Manse for the parish



	2012	2011
	£	£
Market value at 31 December 2011	19318	19798
Investments used in purchase of manse	-20227	
Unrealised gain/(loss) on investments	909	-480
Market value at 31 December 2012		19318
Investments at cost		13517

### Growth fund

#### General Purposes

1516 units

cost price £1529

Mrkt price 1 <sup>st</sup> January	5124	5594.04
Mrkt price 31 <sup>st</sup> December	0	5124
Mrkt price August 2012	5290.84	-
Realised/unrealised gain/loss	166.76	-469.98

#### Fabric Fund

641 units

cost price £1987

Mrkt price 1 <sup>st</sup> January	2167	2365.29
Mrkt price 31 <sup>st</sup> December	0	2167
Mrkt price August 2012	2237.09	-
Realised/unrealised gain/loss	70.51	-198.71

### Income Fund

#### General purposes

1178 units

cost price £10,001.22

Mrkt price 1 <sup>st</sup> January	12027.38	11838.9
Mrkt price 31 <sup>st</sup> December	0	12027.38
Mrkt price August 2012	12698.84	-
Realised/unrealised gain/loss	671.46	-188.48

## Notes forming part of the financial statements for the year ended 31 December 2012

### 11 Debtors

	2012	2011
	£	£
Gift Aid Tax Refund Due	4712	
Pulpit supply refund (St J's Church for Deaf people)	60	
	<u>4772</u>	<u>          </u>

## 12 Creditors

	2012	2011
	£	£
Accruals		
Auditor Fees	1000	
Other	1691	
	<u>2691</u>	<u>2691</u>

## 13 Analysis of Net Assets Among Funds

	General	Designated	Restricted	Endowment	Total
	£	£	£	£	£
Fixed Assets	0	0	0	0	0
Investments					
Current Assets	38289	26861	128214	1000	194364
Current Liabilities	<u>-2691</u>				<u>-2691</u>
<b>Net assets at 31 Dec 2012</b>	<u>35598</u>	<u>2 26861</u>	<u>128214</u>	<u>1000</u>	<u>191673</u>
		6			

**Notes forming part of the financial statements  
for the year ended 31 December 2012**

**14 Movements in Funds**

	<b>At 1 January 2012 £</b>	<b>Incoming Resources £</b>	<b>Outgoing Resources £</b>	<b>Transfers £</b>	<b>At 31 Dec 2012 £</b>
<b>Endowment funds</b>					
Imray Fund	<u>1000</u>	<u>13</u>	<u>0</u>	<u>-13</u>	<u>1000</u>
	<u>1000</u>	<u>13</u>	<u>0</u>	<u>-13</u>	<u>1000</u>
<b>Restricted funds</b>					
				(-5000 -3280.40 -2237.09 =)	
Fabric Fund	10150	118	0	-10517	1
Manse expense fund	1912	0	0	-1912	0
Sunday School Fund	911	140	153	13	911
Flower Fund	422	548	635	0	335
Youth Fellowship Fund	139	0	50	0	89
Out of School Care Fund	795	0	795	0	0
Mission & Benevolent Fund	15	360	300	0	75
Change Fund	0	6666	0	0	6666
Duncan Watt Legacy	0	120137	0	0	120137
				(12698.84 +5290.84 +2237.09 =)	
Manse purchase account		<u>307000</u>	<u>327227</u>	<u>20227</u>	<u>0</u>
	<u>143444</u>	<u>434969</u>	<u>329160</u>	<u>7811</u>	<u>128214</u>
<b>Unrestricted funds</b>					
				(1000 +360 +1911.57 +5000 +3280.40 +330.24 -12698.84 -5290.84 =)	
General Fund	57774	46869	69397	-6108	35598
Leslie Legacy	26452	330	0	-330	26452
Welcome cuppa fund	105	1061	30	-1000	136
Quiz fund	10	351	0	-360	1
Guild Fund	249	745	722	0	272
	<u>84590</u>	<u>49356</u>	<u>70149</u>	<u>-7798</u>	<u>62459</u>
<b>Total funds</b>	<u>99934</u>	<u>484333</u>	<u>396606</u>	<u>0</u>	<u>191673</u>

**Purposes of Endowment Funds**

**Imray Memorial Fund.** The Income from the Bequest is to be used to provide Sunday school materials. Income is transferred to the Sunday school fund.

**Purposes of Restricted Funds**

**Fabric Fund:** Income was derived from return on investments with General Trustees and 3 1/2% war stock. The purchase of the manse used all these reserves.

**Manse Expenses Fund:** This was created by funds given to the congregation from a reduction in the Ministries and Mission contribution in 2009. It is to be used to fund costs associated with providing suitable Manse accommodation. All this was used in the purchase of the new manse.

**Sunday School Fund:** The income is derived from interest on account transfer from the Imray memorial fund endowment and children's Sunday collections. Expenditure is on teaching materials and for children's charity. £855.92 is in the current account and £54.86 is in the general fund current a/c. Of the total of £910.78, £188 was given by the children themselves for charitable purposes.

**Flower Fund:** This provides flowers for display during services of worship and other events. Income is by cash donations and reimbursed expenses

**Youth Fellowship Fund:** This fund holds historical resources gathered to support a youth fellowship. It is now used to support the 3Bs club (P7-S3). Of the bank account total of £89.41, £20 is owed to the General fund current account.

**Out of School care Fund:** This fund was created out of specific donations given by Aberdeen City Councillors to support the work of Out of School Care in the area. In 2012 an OSC facility was created in Stoneywood Primary School and so the money was passed over to the project.

**Mission and Benevolent Fund:** has two uses – to provide benevolence to people of the parish in need and to support Mission work.

**Change Fund:** This money was given by the Change fund to support activities that make for fitter more active older people. It will be used to improve hall facilities. Held on Deposit with CofS Investors Trust.

**Duncan Watt Legacy:** Duncan Watt was a member of the congregation who died in 2012. He generously left the bulk of his estate to the work of the congregation with a clause in his will that it was "to be used for young people if possible." The Board is presently consulting and is anticipating creating Young People's facilities within the church premises. These will also benefit the wider congregation. The money is held in the Deposit fund of the Investors Trust. The interest will be returned to the legacy. As a restricted fund it is not assessed as part of Congregational income for the purposes of Ministry and Mission contribution.

**The manse purchase fund:** This account was a ledger created in the General Trustees. It was used to process all the transactions related to the sale of 25 Gilbert Road and the purchase of 23 Polo Park. It was closed when transactions were complete.

### **Purposes of Designated Funds**

**General Fund:** This deals with all general income and expenditure to maintain the day to day running of the church. It is also used as a means of paying special collections and the in gathering of Junior church donations. Until this year it was distributed between a current account, Deposit fund, Income and Growth Investment funds, together with an NS&I holding. The current account holds £54.86 of the Sunday school funds and is owed £20 from the Youth Fellowship fund account.

**Leslie Legacy:** This was a legacy from the estates of the late Sidney and Sarah Leslie. It is given for the general purposes of the congregation. It has been decided to invest in property developments within the church building. It is held on deposit. The income from the legacy is paid to the General Fund, since it (the income, not the capital) is assessed for Ministry and Missions contribution.

**Guild Funds:** This fund deals with all matters relating to Guild finance. For accounting purposes this is marked as an unrestricted fund. However all monies raised and payments made are done so by the Guild. The accounts are independently examined by Mr David Wood.

**Welcome Cuppa Fund:** holds revenue and disbursements from the fortnightly welcome cuppa, largely transferred to the General Fund. This year a donation of £25 was given to Stoneywood School when they gave an informal concert in aid of a harvest charity.

**Quiz Fund:** This account holds the proceeds from the sale of quizzes. The bulk is transferred to the General Fund.

## Notes forming part of the financial statements for the year ended 31 December 2012

14	Collections for Third Parties	2012	2011
		£	£
	Jews for Jesus	70	
	WaterAid		211
	TEAR Fund (harvest)	111	131
	Christian aid week collection	190	141
	Earl Haig Fund	140	155
	Blythswood care (shoeboxes)	84	120
	Befriending service (Christmas 2011)		183

Street Pastors (Christmas 2012)**	115	
Bethany Christian trust (Christmas 2012)**	115	
<b>Total</b>	<b>825.38</b>	<b>941</b>

\*cheques still to clear at 31-12-12

16	<b>Mission and benevolent Fund</b>	2012	2011
		£	£
	<b>Income</b>		
	Donations	360	314
	<b>Expenditure</b>		
	“Somebody Cares” Charity	50	75
	Place for hope project	50	75
	Rehoboth children's homes trust	50	75
	Cyrenians	50	75
	Scottish Bible Society	50	75
	Leprosy Mission	50	75
	<b>Total</b>	<b>300</b>	<b>450</b>
17	<b>Guild Fund</b>	2012	2011
		£	£
	<b>Income</b>		
	Donations		
	<i>Meetings</i>	223	136
	<i>Membership fees</i>	90	120
		<b>313</b>	<b>256</b>
	Fund raising activities		
	<i>Quiz money</i>	325	
	<i>Smartie Tubes</i>	71	93
	<i>Summer outing</i>		667
	<i>Sales table</i>	36	42
	<i>Donation for flowers</i>		17
		<b>432</b>	<b>820</b>
	<b>Total Income</b>	<b>745</b>	<b>1076</b>
	<b>Expenditure</b>		
	Guild Expenses		
	<i>Donations to Speakers</i>	71	108
	<i>Central Funds</i>	96	144
	<i>Theme day</i>		16
	<i>Bus fares</i>		20
	<i>Affiliation</i>	10	10
	<i>Retiral Gift</i>		10
	<i>Dundee expenses (inc collection &amp; DVD)</i>	10	25.94
	<i>Summer outing expenses</i>		607.55
	<i>Church flowers</i>		20
	<i>Flowers for posies</i>		14.1
	<i>Fund raising expenses</i>		

<i>Tips etc for bus and Ch officer</i>	11	47.85
	<b>198</b>	<b>1023.44</b>
Charitable donations		
<i>Church Heating Lighting and Mission</i>	150	300
<i>Bible Society</i>	15	10
<i>Projects (HIV Aids, Ministries Council, World Mission)</i>	324	120
<i>Mercy ships</i>		50
<i>Ekwandeni</i>		10
<i>Christian Aid and TEAR Fund</i>	20	
<i>Big Issue</i>	15	
	<b>524</b>	<b>490</b>
<b>Total Expenditure</b>	<b>722</b>	<b>1514</b>

## APPENDIX

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

<b><u>CAPITAL ACCOUNT</u></b>	2012 £	2011 £
Credit Balances held at 31 December at cost (66,849 units)	<b>0</b>	<b>68403</b>
<b>Market value of balance held at 1<sup>st</sup> January</b>	<b>72865</b>	<b>76976.35</b>
Market Value of Balances at 31 December	<b>0</b>	<b>72865</b>
Market value at sale in 16 <sup>th</sup> July 2012	74202	-
<b>realised/unrealised Gain</b>	<b>1337</b>	<b>-4110.94</b>
	<b>2012 £</b>	<b>2011 £</b>
<b><u>REVENUE ACCOUNT</u></b>	<b>12879</b>	<b>12494</b>
<b>Credit Balance at 1<sup>st</sup> January</b>		
Interest and dividend added	2076	3994
Revenue released to congregation	1890	3609
Revenue released to General Trustees	13065	
<b>Credit Balance at 31<sup>st</sup> December</b>	<b>0</b>	<b>12879</b>
<b><u>TEMPORARY ACCOUNT</u></b>		
<b><u>MANSE PURCHASE FUND</u></b>		
	2012 £	2011 £
<b>Credit Balance at 1<sup>st</sup> January</b>	<b>5000</b>	<b>0</b>
INCOME		
Interest added	4	
Bridging Loan	307000	
Sale Price 25 Gilbert Road	307000	
Income from sale of Consolidated Fabric Fund Capital account shares	74202	
Income from Consolidated Fabric Fund Revenue account (10-08-2012)	9567	
Income from Consolidated Fabric Fund Revenue account (01-10-2012)	3498	

<b>Total Incoming Resources</b>	<b>701271</b>	
EXPENDITURE		
New Manse deposit	5000	
Payment 23 Polo Park	406298	
Repayment of bridging loan	307000	
Bridging loan interest	740	
CofS Law Dept fees	4770	
Other fees	2690	
<b>Total Outgoing Resources</b>	<b>726498</b>	
TRANSFERS		
Transfer from General Fund		5000
Transfer from CofS Investors Trust Income fund (General Fund)	12699	
Transfer from CofS Investors Trust Growth fund (General Fund)	5291	
Transfer from CofS Investors Trust Growth fund (Fabric Fund)	2237	
<b>Credit Balances held at 31<sup>st</sup> December</b>	<b>0</b>	<b>5000</b>

Bucksburn Stoneywood Parish Church of Scotland SC017404 - Budget 2013

<u>Receipts</u>	<u>Actual receipts &amp; expenditure 2011</u>	<u>Budget 2012</u>	<u>Actual receipts &amp; expenditure 2012</u>	<u>Budget 2013</u>
Donations	<b>37266.51</b>	<b>36450</b>	<b>39725.61</b>	<b>36650</b>
Legacies			500	
Activities for Generating Funds	3546.44	2300	2384.8	2300
Social committee events	1084.1	800	638.64	600
<i>February Soup 'n' sweet</i>			84	
<i>Jews 4Jesus surplus</i>			30	
<i>April Coffee morning</i>			126	
<i>July Strawberry tea</i>			223.64	
<i>St Andrew's night</i>			175	
<i>Jumble sale</i>	502.85			
Sponsored walk	511		401	400
Autumn fayre	1448.49	1500	1345.16	1300
Bank & Deposit interest	1564.3	1000	1002.12	330
Investment income	246.5	250	246.54	250
<b>Total</b>	<b>42623.75</b>	<b>40000</b>	<b>43859.07</b>	<b>39530</b>
Rental of premises	2325	2250	2840	3000
Life and Work surplus	31.64	20	36.61	30
Weddings and Funerals	430	500	1060	500
Guild donation			150	
Bank and arithmetic errors	82.26		-41.44	
Cons Fabric Fund	3608.79			
<b>Total Receipts</b>	<b>49101.46</b>	<b>42770</b>	<b>47904.24</b>	<b>43060</b>
<b>Payments</b>				
Cost of generating funds	386.5	386.5	367.5	360
<b>Charitable activities</b>	<b>48140.12</b>	<b>47633</b>	<b>48156.2</b>	<b>45824</b>
Governance costs	25	25	25	25
<b>Total Payments</b>	<b>48551.62</b>	<b>48045</b>	<b>48548.7</b>	<b>46209</b>
Excess of Receipts over Payments for the year before transfers	549.84	-5275	-644.46	-3149
Transfers (from Welcome cuppa, Quiz, )	1610	1500	1360	1300
<b>Excess /(deficit) of Receipts over Payments</b>	<b>2159.84</b>	<b>-3775</b>	<b>715.54</b>	<b>-1849</b>
	<u>Actual 2011</u>	<u>Budget 2012</u>	<u>Actual 2012</u>	<u>Budget 2013</u>
<b>Analysis of Donations</b>				
WFO Scheme (non Gift Aid)	9699.31	9700	6265.85	6000
Gift Aid Donations	17414.5	17400	18926.4	19000
<i>WFO Gift Aid</i>	<i>8106.5</i>	<i>8100</i>	<i>10979.4</i>	<i>11000</i>
<i>Annual gifts and Standing orders</i>	<i>9308</i>	<i>9300</i>	<i>7947</i>	<i>8000</i>
Tax Recovered on Gift Aid Donations	4725	4600	562.68 +7414.37	6000
Ordinary Offerings (Open Plate)	1167.7	1100	1929.01	1500
Other Offerings,	4260	3650	4627.3	4150
<i>Gift Day</i>	<i>4110</i>	<i>3500</i>	<i>4457.3</i>	<i>4000</i>
<i>General Donation</i>	<i>150</i>	<i>150</i>	<i>170</i>	<i>150</i>
<b>TOTAL</b>	<b>37266.51</b>	<b>36450</b>	<b>39725.61</b>	<b>36650</b>



Bucksburn Stoneywood Parish Church of Scotland SC017404 - Budget 2013

<b>Charitable activities</b>	<b><u>Actual 2011</u></b>	<b><u>Budget 2012</u></b>	<b><u>Actual 2012</u></b>	<b><u>Budget 2013</u></b>
Ministries and mission contribution	30486	30989	30989	30028
<i>Less endowment income</i>	<i>-2173</i>	<i>-2179</i>	<i>-2179</i>	<i>-2184</i>
<i>Less presbytery reduction</i>	<i>-6000</i>		<i>-1200</i>	
Ministries & Mission allocation (nett)	22313	28816	27610	27844
BSL course(2011)	1000		1200	
Sound field (2012)				1200
New Manse payment	5000			
Presbytery dues	555	567	595	600
Minister's expenses	1581.5	1700	1704.41	1700
Ministerial Assistance	620	650	660	660
Pulpit supply	330	300	355 - 60	360
Other staffing costs	3365	3500	3240	3500
Fabric repairs & maintenance	2741.09	2000	2577.07	2000
Equipment		200	331.95	200
Council Tax	2345.72	2400	1875.72 - 663.87 + 1690.70	2700
Heat and light	3804.38	3000	3079.52	3200
Gas	916.86	1000	946.64	
Electricity	2887.52	2000	2132.88	
Insurance	2269.84	2400	2261.35	
Other building costs				
Water	591.34	600	547.36	600
Cleaning materials	83.75	100	121.62	100
Organ & music	11.88			
Hall phone and website	175	200	259.98	260
Printing, stationery and postage	423.85	400	232.01	300
Other expenses (outreach, education, donations)	854.51	800	538.38	600
Communion wine			39	
Palm crosses			18.65	
shopndrop			52	
Church officer gifts			50	
Copyright CCLI			177	
Advent candles			16.73	
Christmas parish cards			185	
<b>Total</b>	<b><u>48140.12</u></b>	<b><u>47633</u></b>	<b><u>48156.2</u></b>	<b><u>45824</u></b>
	<b><u>Actual 2011</u></b>	<b><u>Budget 2012</u></b>	<b><u>Actual 2012</u></b>	<b><u>Budget 2013</u></b>