

Peterculter Parish Church of Scotland

Scottish Charity Number: SC001452

Congregation Number: 311895

**Report and financial statements
for the year ended
31 December 2020**

Peterculter Parish Church of Scotland

Contents

	Page
Trustees' report (including reference and administrative information)	3 - 6
Independent examiner's report	7
Statement of financial activities	8
Balance sheet	9
Statement of Cash flows	10
Notes and accounting policies	11- 19

Peterculter Parish Church of Scotland

Report of the Trustees For the year ended 31 December 2020

The Trustees are pleased to present their report together with the financial statements of the Church for the year ended 31 December 2020.

Basis of preparation

This report has been prepared in accordance with the accounting policies set out in note 1 to the financial statements and complies 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 financial statements 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 acknowledged 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.

The normal activities of Peterculter Church, including Public Worship, were suspended when the Lockdown came into force in March 2020.

Worship has moved to being online and five local churches, including Peterculter Church, have contributed to a weekly service which has been much appreciated both locally and beyond.

The minister has undertaken a series of Daily Reflections which has appeared on the church Facebook page and YouTube channel.

Achievements and performance

The Bible Study Group has continued to meet online.

From September 20th 2020 until December 24th 2020, there was public worship undertaken in accordance with the guidelines set out by the Scottish Government and the Church of Scotland. The maximum numbers allowed to attend was 50 and the numbers ranged from 25 - 50.

The church hall was used as a Flu Vaccination Centre.

The Boys’ Brigade met in the church hall for a short period and the appropriate Covid 19 regulations to allow this were followed.

The church has been used as a drop off point for people to donate goods to the charity Instant Neighbour and there has been a very positive response to this.

Peterculter Parish Church of Scotland

Report of the Trustees (continued) For the year ended 31 December 2020

Financial review

During the period under review total income was £123,632 (2019 £142,164) of which £7,762 was from restricted funds. Despite an aging and reducing congregation due to deaths of members ordinary general income from donations from members rose during the year which reflected the commitment of our members during this year affected by Covid19. Our Gift Day this year raised an amazing £7,975 (2019 £4,356), excluding Gift Aid tax to be recovered.

However, due to the impact of Covid19 and not being allowed to have our premises utilised income from our regular fundraising events fell by just over £19,200.

Overall, our main unrestricted funds have decreased this year and with an unrestricted deficit for the year of £6,918 (2019 £3,127) this resulted in a balance of £64,701 (2018 £71,619) on our unrestricted funds at the year end.

The Church continues to maintain its fabric to a high standard along with the continued planned redecoration of a room at the manse each year as well as ongoing repairs as required.

The contribution to the Church of Scotland's national organisation is the single largest element of annual expenditure, accounting for 53% of ordinary expenses during the year (2019 - 49%). Due to the financial implications of COVID-19, contributions to the national church were limited to £61,482 a shortfall of approximately £5,000. The amount that our congregation has contributed is in excess of the salary and related costs of the ministry and it is the congregation's intention to pay the shortfall as soon as the cash flow allows. These funds are used to provide salaries to ministers, as well as fund the activities of the national organisation and the assessment of the contribution is based on a formula linked to the receipts into the General fund.

Covid19

Following the outbreak of Covid19, all Church of Scotland services of worship were suspended on 17 March 2020. The final service before the suspension at Peterculter Church was therefore Sunday 15 March. The church building was closed and all groups ceased to meet there. For insurance purposes, the building has been inspected once a week. Worship continues to be provided online via the local ministers on the Aberdeen West Churches YouTube page. It is intended to resume worship, with all the required restrictions in place, on 10 September 2020.

The suspension of worship and the loss of income from lets has had a serious impact on income. Members have continued to support the congregation, especially via Standing Orders, but the fact that weekly giving to the work of the church has stopped on Sundays is a serious issue. In order to alleviate the situation, it was agreed to seek permission from Presbytery to cancel the Standing Order for Ministry and Mission to the Church of Scotland and to contribute a reduced amount and then assess the situation towards the end of the year.

Risk Management

The trustees have considered the principal risks that face the charity, in particular those relating to finances, and have put plans in place in order to mitigate these risks as far as possible. These risks fall under both financial and non-financial risks.

With an ageing congregation and a falling roll, both nationally and locally within the Church of Scotland, the ability to continue to raise sufficient funds from available resources, in order to meet both local needs and to contribute to the overall work of the national Church, is important. In line with guidance from the Church of Scotland the congregation will again in 2021 be made fully aware of the importance of Stewardship and the needs of the charity. In addition, the Church looks forward to reopen its buildings post Covid19 to other groups both as a form of outreach as well as a fund raising source.

On the non-financial side attention has also been focussed on areas such as fire prevention, health and safety and food hygiene. These risks are managed by ensuring accreditation is up to date, having appropriate policies and procedures in place and awareness training for all relevant users of the buildings.

Peterculter Parish Church of Scotland

Report of the Trustees (continued) For the year ended 31 December 2020

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 end of the year the Church held unrestricted reserves of £64,701 of which £37,491 had been designated to fabric and other funds as specified in note 10 to the financial statements.

The Church also held £16,965 (2019 £17,088) of restricted funds which have been provided for the purposes specified in note 10 to the financial statements.

Structure, governance and management

(a) Constitution

The Church is administered in accordance with the terms of the Deed of Constitution (Unitary form) and is subject to the Acts and Regulations of the general Assembly of the Church of Scotland. The Church is recognised as a charity, number SC001452, by the Office of the Scottish Charities Regulator in accordance with the provisions of The Charities and Trustee Investment (Scotland) Act 2005.

(b) Trustees

Members of the Kirk Session are the current Trustees of the charity. 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.

(c) Organisation

The Kirk Session is moderated by the Minister and meets at least five times in a year. Certain responsibilities are delegated to the Finance & Executive Committee and the Property Committee as appropriate. The Kirk Session is responsible for both the spiritual and temporal affairs within the Church.

Reference and administrative information

Charity registration number: SC001452
Congregation number: 311895
Operational address: 2 Craigton Crescent, Peterculter, Aberdeenshire, AB14 0SB

Trustees

Trustees who served since 1 January 2020 were:

Kirk Session

Fiona Anderson	Marion Anderson	Wilma Angus
Lorraine Bilsborrow	Norman Bruce	Ann Buchan resigned 6/8/20
Gilbert Connon	Alexander Cook	Jean Cook
George Cowie	Joyce Cowie	Tessa Cowie
Cecil Crichton	Elizabeth Davidson	Joan Douglas
William Duncan	Jill Grant	Colin Jones
Fiona Jones	Catherine Lacy	Neil Laing
Robert Laing	Edna Ledingham	Richard Little
Christine Mackie	Michael Mackie	Alison Middler
Albert Middler	Alison Mitchell	Julie Nairn
Lewis Patterson	Michael Player	Anna Salmon
Dian Shaw	Violet Smith	Erik Stien
Mabel Taylor	Margaret Wallace	Sheila Walker
Margaret Watt		

Principal Office-bearers

William D Anderson	Congregational Treasurer
James D Gordon to 10/11/2020	Session Clerk
Donald L Muir from 10/11/ 2020	Session Clerk
Rev. Dr John A Ferguson	Minister

Peterculter Parish Church of Scotland

Report of the Trustees (continued) For the year ended 31 December 2020

Independent Examiner

Louise Smith, Chartered Accountant, 84 Morningside Avenue, Aberdeen, AB10 7LT

Bankers

The Royal Bank of Scotland plc, 78 Union Street, Aberdeen, AB10 1HH

Statement of Trustees' responsibilities

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 financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the income and expenditure for that year. In preparing those 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 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 business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and 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
18 March 2021

**Peterculter Parish Church of Scotland
SC001452
Independent Examiner's report to the Trustees of
Peterculter Parish Church of Scotland for the year ended 31 December 2020**

I report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 8 to 19.

Respective responsibilities of Trustees and independent examiner

As described on page 6 the 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 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 to come to my attention

1. which gives me reasonable cause to believe that in any material respect of 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.

Louise Smith
Chartered Accountant
Non practicing member of ICAS
84 Morningside Avenue
Aberdeen
AB10 7LT
19 March 2021

Peterculter Parish Church of Scotland

**Statement of Financial Activities
Year ended 31 December 2020**

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total 2019 £
Income							
Donations and legacies	3	111,082	7,754	118,836	113,550	4,499	118,049
Charitable activities	4	4,578	-	4,578	23,836	-	23,836
Investments	5	<u>210</u>	<u>8</u>	<u>218</u>	<u>270</u>	<u>9</u>	<u>279</u>
Total income		<u>115,870</u>	<u>7,762</u>	<u>123,632</u>	<u>137,656</u>	<u>4,508</u>	<u>142,164</u>
Expenditure							
	6						
Raising funds		319	-	319	1,728	-	1,728
Charitable activities		<u>122,560</u>	<u>7,794</u>	<u>130,354</u>	<u>139,246</u>	<u>2,532</u>	<u>141,778</u>
Total expenditure		<u>122,879</u>	<u>7,794</u>	<u>130,673</u>	<u>140,974</u>	<u>2,532</u>	<u>143,506</u>
Net income/(expenditure) before gains and losses on investments		(7,009)	(32)	(7,041)	(3,318)	1,976	(1,342)
Net gains / (losses) on investments		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net income / (expenditure)		(7,009)	32	(7,041)	(3,318)	1,976	(1,342)
Transfers between funds		<u>91</u>	<u>(91)</u>	<u>-</u>	<u>191</u>	<u>(191)</u>	<u>-</u>
Net movement in funds		(6,918)	(123)	(7,041)	(3,127)	1,785	(1,342)
Reconciliation of funds							
Funds brought forward	10	<u>71,619</u>	<u>17,088</u>	<u>88,707</u>	<u>74,746</u>	<u>15,303</u>	<u>90,049</u>
Funds carried forward	10	<u>64,701</u>	<u>16,965</u>	<u>81,666</u>	<u>71,619</u>	<u>17,088</u>	<u>88,707</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

Peterculter Parish Church of Scotland

Balance sheet as at 31 December 2020

	Note	2020 £	2019 £
Current assets			
Debtors	8	17,329	30,886
Cash at bank and in hand		<u>73,068</u>	<u>65,700</u>
		90,397	96,586
Creditors: amounts falling due within one year			
Creditors and accruals	9	<u>8,731</u>	<u>7,879</u>
Net current assets		<u>81,666</u>	<u>88,707</u>
Total assets less current liabilities		<u>81,666</u>	<u>88,707</u>
The funds of the charity:			
Unrestricted income funds	10	64,701	71,619
Restricted income funds	10	<u>16,965</u>	<u>17,088</u>
Total charity funds	10	<u>81,666</u>	<u>88,707</u>

The accounts were approved by the Kirk Session on 18 March 2021

Peterculter Parish Church of Scotland

Statement of Cash Flows
Year ended 31 December 2020

	Note	Total Funds 2020	Total Funds 2019
Net cash used in operating activities	14	<u>7,150</u>	<u>(11,717)</u>
Cash flows from investing activities:			
Interest and dividends		218	279
Proceeds from sale of investments		<u>-</u>	<u>-</u>
Net cash provided by investing activities		<u>218</u>	<u>279</u>
Cash flows from financing activities		<u>-</u>	<u>-</u>
Repayment of borrowings		<u>-</u>	<u>-</u>
Net cash provided by financing activities		<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the year		7,368	(11,438)
Cash and cash equivalents brought forward		<u>65,700</u>	<u>77,138</u>
Cash and cash equivalents carried forward		<u>73,068</u>	<u>65,700</u>

Peterculter Parish Church of Scotland

Notes and accounting policies Year ended 31 December 2020

1. Accounting policies

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

(a) Basis of preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), (as amended for accounting periods commencing 1 January 2019), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The Church constitutes a public benefit entity as defined by FRS102.

The financial statements are prepared in £ sterling, which is the functional currency of the charity.

(b) Income

All income is recognised in the statement of financial activities when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS102) the general volunteer time of congregation members is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain the services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised as expenditure in the period of receipt.

Interest receivable

Interest on funds held for deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

(c) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure can be classified under the following activity headings:

- Costs of raising funds comprise the costs of weekly offering envelopes and the direct costs associated with fundraising events.
- Expenditure on charitable activities includes all other costs associated with the running of the charity to further its purposes and the associated support costs

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Peterculter Parish Church of Scotland

Notes and accounting policies (cont'd)
Year ended 31 December 2020

1. Accounting policies (continued)

(d) Operating leases

The charity classifies the lease of printing equipment as an operating lease; the title to the equipment remains with the lessor and the equipment is replaced every 5 years whilst the economic life of such equipment is normally 10 years.

Rental charges are charged on a straight line basis over the period of the lease.

(e) Fund accounting

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

- Unrestricted funds are expendable at the discretion of the Trustees in furtherance of the objectives of the charity. If parts of the general fund are earmarked at the discretion of the Trustees for a particular purpose they are designated as a separate fund. The designation has an administrative purpose only and does not legally restrict the Trustees' discretion to apply the fund.
- Restricted funds are subject to specific restrictions as to their use which may be declared by the donor or with their authority or created through legal process, but still within the wider objects of the charity

(f) Tangible fixed assets

The charity has the right to occupy and use for its charitable objects certain 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 expenditure in the statement of financial activities in the period in which the liability arises.

(g) Taxation

The charity is exempt from tax due on income and gains falling within section 505 of the Income and Corporation Taxes Act 1988 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity

(h) Going concern

At the time of approving the financial statements the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

(i) Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held on call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1. Accounting policies (continued)

(j) Financial instruments

The charity has elected to apply the provisions of Section 11 “Basic Financial Instruments” and Section 12 “Other Financial Instrument issues of FRS102 to all its financial instruments.

Financial instruments are recognised when the charity becomes party to the contractual provisions of the instrument.

Financial assets are offset, with the net amounts presented in the accounts when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangements constitute a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangements constitute a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods and services that have been acquired in the ordinary course of operations from suppliers. Amounts are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity’s contractual obligations expire or are discharged or cancelled.

(k) Employee benefits

The costs of short-term employee benefits are recognised as a liability and expense, unless these costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee’s services are received.

2. Critical accounting estimates and judgements

In the application of the charity’s accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision only affects that period, or in the period of the revision and future period where the revision affects both current and future periods.

Peterculter Parish Church of Scotland

Notes and accounting policies (cont'd)
Year ended 31 December 2020

3. Donations and legacies

	Unrestricted Funds	Restricted Funds	Total 2020	Unrestricted Funds	Restricted Funds	Total 2019
	£	£	£	£	£	£
Offerings	77,304	-	77,304	71,896	-	71,896
Tax recovered on gift aid	17,249	-	17,249	14,808	-	14,808
Legacies	5,000	-	5,000	10,602	1,000	11,602
Endowment income	1,052	-	1,052	1,069	-	1,069
Other donations and grants	<u>10,477</u>	<u>7,754</u>	<u>18,231</u>	<u>15,175</u>	<u>3,499</u>	<u>18,674</u>
	<u>111,082</u>	<u>7,754</u>	<u>118,836</u>	<u>113,550</u>	<u>4,499</u>	<u>118,049</u>

4. Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total 2020	Unrestricted Funds	Restricted Funds	Total 2019
	£	£	£	£	£	£
Regular fundraising events	1,377	-	1,377	10,743	-	10,743
Weddings and funerals	1,120	-	1,120	3,025	-	3,025
Use of premises	1,680	-	1,680	6,999	-	6,999
Other	<u>401</u>	<u>-</u>	<u>401</u>	<u>3,069</u>	<u>-</u>	<u>3,069</u>
	<u>4,578</u>	<u>-</u>	<u>4,578</u>	<u>23,836</u>	<u>-</u>	<u>23,836</u>

5. Investment income

	Unrestricted Funds	Restricted Funds	Total 2020	Unrestricted Funds	Restricted Funds	Total 2019
	£	£	£	£	£	£
Deposit fund interest	169	7	176	206	8	214
Interest on tax recovered	5	-	5	7	-	7
Bank interest	<u>36</u>	<u>1</u>	<u>37</u>	<u>57</u>	<u>1</u>	<u>58</u>
	<u>210</u>	<u>8</u>	<u>218</u>	<u>270</u>	<u>9</u>	<u>279</u>

6. Analysis of expenditure

	Unrestricted Funds	Restricted Funds	Total 2020	Unrestricted Funds	Restricted Funds	Total 2019
	£	£	£	£	£	£
Raising funds						
Offering envelopes	229	-	229	229	-	229
Fundraising costs	<u>90</u>	<u>-</u>	<u>90</u>	<u>1,499</u>	<u>-</u>	<u>1,499</u>
	<u>319</u>	<u>-</u>	<u>319</u>	<u>1,728</u>	<u>-</u>	<u>1,728</u>

Peterculter Parish Church of Scotland

**Notes and accounting policies (cont'd)
Year ended 31 December 2020**

Analysis of expenditure (cont'd)

	Unrestricted Funds	Restricted Funds	Total 2020	Unrestricted Funds	Restricted Funds	Total 2019
	£	£	£	£	£	£
Charitable activities						
Ministries and Mission allocation	68,604	-	68,604	67,458	-	67,458
Presbytery dues	<u>2,050</u>	<u>-</u>	<u>2,050</u>	<u>1,600</u>	<u>-</u>	<u>1,600</u>
	70,654	-	70,654	69,058	-	69,058
Minister's expenses and council tax	5,053	-	5,053	6,079	-	6,079
Pulpit supply	60	-	60	387	-	387
Other salary costs	11,639	-	11,639	11,463	-	11,463
Fabric repairs and maintenance	15,449	7,020	22,469	28,321	-	28,321
Other building costs	11,857	-	11,857	13,496	-	13,496
Church office expenses	3,618	-	3,618	4,266	-	4,266
Other donations and grants	<u>4,230</u>	<u>774</u>	<u>5,004</u>	<u>6,176</u>	<u>2,532</u>	<u>8,708</u>
	<u>122,560</u>	<u>7,794</u>	<u>130,354</u>	<u>139,246</u>	<u>2,532</u>	<u>141,778</u>

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

7. Emoluments and staff costs

Staff costs were as follows:

	2020	2019
	£	£
Wages and salaries	11,639	11,463
Employer's national insurance	<u>-</u>	<u>-</u>
	<u>11,639</u>	<u>11,463</u>

No employee received remuneration of more than £60,000 per annum.

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

	2020	2019
	Number	Number
Administration	1	1
Premises maintenance	1	1
Music staff	<u>1</u>	<u>1</u>
Total	<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 £28,137 and the maximum stipend (in the fifth and subsequent years) was £34,577.

8. Debtors

	2020	2019
	£	£
Gift aid tax recoverable	17,249	14,903
Other debtors	<u>80</u>	<u>15,983</u>
	<u>17,329</u>	<u>30,886</u>

Peterculter Parish Church of Scotland

Notes and accounting policies (cont'd)
Year ended 31 December 2020

9. Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals	6,208	2,500
Other creditors	<u>2,523</u>	<u>5,379</u>
	<u>8,731</u>	<u>7,879</u>

10. Movements in funds

	1 January 2020 £	Incoming Resources £	Resources Expended £	Transfers £	31 December 2020 £
Unrestricted funds					
General fund	31,943	106,587	(111,411)	91	27,210
Designated funds:					
Social fund	64	-	(24)	-	40
Mid-week lunches	13	246	(63)	-	196
Fabric fund	<u>39,599</u>	<u>9,037</u>	<u>(11,381)</u>	<u>-</u>	<u>37,255</u>
	<u>71,619</u>	<u>115,870</u>	<u>(122,879)</u>	<u>91</u>	<u>64,701</u>
Restricted funds:					
Help fund	2,663	8	-	-	2,671
Key deposit	76	-	-	-	76
Rogie bequest	100	-	-	-	100
Young church	1,400	149	-	9	1,558
Flower fund	1,648	250	(468)	-	1,430
Friendship club	351	145	(90)	-	406
Restricted funds	5,385	-	-	-	5,385
Wednesday club	346	190	(216)	(100)	220
Walker legacy	1,003	-	-	-	1,003
Walker grave	392	-	-	-	392
Boyd headstone	35	-	-	-	35
Lighting fund	-	7,020	(7,020)	-	-
Charity fund	<u>3,689</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,689</u>
	<u>17,088</u>	<u>7,762</u>	<u>(7,794)</u>	<u>(91)</u>	<u>16,965</u>
Total funds	<u>88,707</u>	<u>123,632</u>	<u>(130,673)</u>	<u>-</u>	<u>81,666</u>

Represented by:	Unrestricted Funds £	Restricted Funds £	Total £
Investments	-	-	-
Net current assets	<u>64,701</u>	<u>16,965</u>	<u>81,666</u>
	<u>64,701</u>	<u>16,965</u>	<u>81,666</u>

Peterculter Parish Church of Scotland

Notes and accounting policies (cont'd)
Year ended 31 December 2020

	1 January 2019 £	Incoming Resources £	Resources Expended £	Transfers £	31 December 2019 £
Unrestricted funds					
General fund	38,158	111,901	(118,687)	571	31,943
Designated funds:					
Social fund	13	-	(249)	300	64
Mid week lunches	41	1,196	(544)	(680)	13
Fabric fund	<u>36,534</u>	<u>24,559</u>	<u>(21,494)</u>	<u>-</u>	<u>39,599</u>
	<u>74,746</u>	<u>137,656</u>	<u>(140,974)</u>	<u>191</u>	<u>71,619</u>
Restricted funds:					
Help fund	1,483	1,340	(160)	-	2,663
Key deposit	76	-	-	-	76
Rogie bequest	100	-	-	-	100
Young church	1,402	289	(300)	9	1,400
Flower fund	1,192	2,007	(1,551)	-	1,648
Friendship club	285	160	(94)	-	351
Restricted funds	5,385	-	-	-	5,385
Wednesday club	261	712	(427)	(200)	346
Walker legacy	1,003	-	-	-	1,003
Walker grave	392	-	-	-	392
Boyd headstone	35	-	-	-	35
Charity fund	<u>3,689</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,689</u>
	<u>15,303</u>	<u>4,508</u>	<u>(2,532)</u>	<u>(191)</u>	<u>17,088</u>
Total funds	<u>90,049</u>	<u>142,164</u>	<u>(143,506)</u>	<u>-</u>	<u>88,707</u>

Represented by:	Unrestricted Funds £	Restricted Funds £	Total £
Investments	-	-	-
Net current assets	<u>71,619</u>	<u>17,088</u>	<u>88,707</u>
	<u>71,619</u>	<u>17,088</u>	<u>88,707</u>

Designated funds

Social fund: A fund to provide support for social and fundraising activities.

Mid-week lunches: Funds to provide lunches for the community.

Fabric fund: Funds set aside for fabric repairs of a material or capital nature out with normal repairs.

Restricted funds

Help fund: To provide support to the poor of the Parish.

Key deposit fund: To hold key deposits net of replacement lock costs.

Rogie bequest: To provide an annual income to the Young Church.

Young church: To receive collections for specific charitable donations and the running of the group.

Flower fund: To provide flowers during the services of worship and other occasions within the Church life.

Friendship club: To hold funds for the running of this group.

Restricted funds: To hold funds for specific fabric work on Church building repairs.

Wednesday club: To hold funds for the running of the group.

Walker legacy: Interest on capital to be paid to the incumbent minister.

Walker grave: Interest on capital to be used for the upkeep of the Walker headstone.

Boyd headstone: Interest on capital to be used for the upkeep of the Boyd Headstone.

Lighting fund: To hold funds for the enhancement of the lighting within the sanctuary.

Charity fund: This fund contains many small legacies principally for the poor.

Peterculter Parish Church of Scotland

Notes and accounting policies (cont'd) Year ended 31 December 2020

11. Controlling party

The charity is under the control of the Trustees, as detailed on page 5 throughout the current and preceding year.

12. Trustee remuneration and related party transactions

During the year under review the charity reimbursed expenses of £3,961 to 4 Trustees. In addition the charity paid the following Trustees, or those related to them, for services supplied as follows:

Related party	Transaction	Amount £	Outstanding £
J Ferguson – Minister	Travel / Council Tax / Telephone	6,318	-
M Wallace – Organist	Salary	2,080	-
D Muir – IT	Web hosting etc.	555	-
G Connon – Painter	Repairs	305	-

No other 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.

During the year a total of £20,241, excluding Gift Aid, was donated to the congregation by Trustees.

13. 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.

14. Reconciliation of net movement in funds to net cash flow from operating activities

	2020	2019
Net movement in funds	(7,041)	(1,342)
Deduct interest income	(218)	(279)
Decrease / (increase) in debtors	13,557	(13,318)
Increase / (decrease) in creditors	<u>852</u>	<u>3,222</u>
Net cash used in operating activities	<u>7,150</u>	<u>(11,717)</u>

15. Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases which fall due as follows:

	2020 £	2019 £
Within one year	1,056	1,272
Between two and five years	<u>9,328</u>	<u>162</u>
	<u>10,384</u>	<u>1,434</u>

The operating lease represents a lease of a multifunction device from a third party. The lease term is over 5 years and rentals are fixed for the full term of the lease. Expenditure for the year in respect of this lease amounts to £1,272 (2019 - £1,272)