

Charity Reference Number SC011137

**ST MARTIN'S EPISCOPAL CHURCH
EDINBURGH
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 JULY 2017**

**McFADDEN ASSOCIATES LIMITED
Chartered Accountants
EDINBURGH**

ST MARTIN'S EPISCOPAL CHURCH, EDINBURGH

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ST MARTIN'S EPISCOPAL CHURCH, EDINBURGH

Charity Reference Number

SC011137

Charity Trustees – Members of the Vestry

Revd J Conway
K Campbell
G South
L Dailly
F Alexander
P Allen
S Squires
M Gorringe
R MacKenzie
P Riches
A Cochrane

Rector and Chairman
People's Warden and Lay Representative
Rector's Warden
People's Warden
Treasurer

Independent Examiner

David Stewart
19 Rutland Square
Edinburgh
EH1 2BB

Bankers

Bank of Scotland
1 Ardmillan Terrace
Edinburgh
EH11 2JN

Church Address

232 Dalry Road
Edinburgh
EH11 2JG

Principal Office

151 Ardmillan Terrace
Edinburgh
EH11 2JW

ST MARTIN'S EPISCOPAL CHURCH, EDINBURGH

REPORT OF THE VESTRY

YEAR ENDED 31 JULY 2017

The members of the Vestry present their annual report together with the financial statements for the year ended 31 July 2017.

Structure and Governance

In terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006, the Vestry reports to the congregation as follows:-

1. St Martin's Episcopal Church is a registered Scottish Charity.
2. It is a member of the Diocese of Edinburgh of the Scottish Episcopal Church and is in full communion with the Anglican Church.
3. The superior authority is the Bishop of Edinburgh.
4. All of its affairs are governed by the Vestry.

Appointment of Vestry Members

Vestry members are elected or appointed by Annual General Meeting established by constitution and under Canon Law of the Scottish Episcopal Church. There is no formal induction programme but ongoing guidance is given to ensure that Vestry members are familiar with the Church's values, aims and responsibilities as the designated trustees of a charity.

Administrative Structure

It is the duty of the Vestry to manage the temporal affairs of the congregation with responsibility to keep the fabric and property of the Church and other buildings in good working order and to look after the finances of the Church.

Statement of Risk

The Vestry keeps under review the major risks to which the Church is exposed and has established procedures to mitigate any risks identified.

Charitable Objectives and Activities

The Church's principal activities include public worship in sacrament and prayer, Christian education, charitable work and fund raising for local, national and international needs, social meetings, predominantly of the youth, the elderly and many community groups of all ages.

Volunteers

The Vestry is grateful for the time freely given by a large number of volunteers, without whom many of the activities would be unable to operate.

Achievements and Performances

The Church continues to make its facilities available for use and provide worship for the whole community.

ST MARTIN'S EPISCOPAL CHURCH, EDINBURGH

REPORT OF THE VESTRY (Continued)

YEAR ENDED 31 JULY 2017

Financial Review

A surplus of £1,297 (2016 surplus: £3,236) has been made during this financial year.

Trustee Expenses

None of the Vestry members received remuneration or expenses in respect of their position as Vestry members. However, the Rector received a stipend, pension contributions and occupies the rectory on a rent-free basis with the Council Tax also being paid by the Church.

Plans for Future Periods

The Vestry will continue its range of present activities in the foreseeable future.

Reserves

The Vestry has adopted a policy of trying to maintain a level of unrestricted reserves such that, in the event of a significant drop in income, the Church would be able to maintain its current level of activities for a reasonable period until replacement funding is obtained.

Statement of the Vestry Members' Responsibilities

The members of the Vestry must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Church during the financial year.

The members of the Vestry are responsible for keeping proper accounting records which, on request, must reflect the current financial position of the Church at that time. This must be done to ensure that the financial statements comply with the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

They are also responsible for safeguarding the assets of the Church and must take reasonable steps for the prevention and / or detection of fraud and other irregularities.

On behalf of the Vestry

D FAIRLIE CLARKE
Secretary

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**INDEPENDENT EXAMINER'S REPORT
TO THE VESTRY OF ST MARTIN'S EPISCOPAL CHURCH
FOR THE YEAR ENDED 31 JULY 2017**

I report on the accounts of the charity for the year ended 31 July 2017 which are set out on pages 5 and 6.

Respective responsibilities of Vestry Members and Examiner

The Church's Vestry members are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and Charities Accounts (Scotland) Regulations 2006. The Church's members of the Vestry 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 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 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 other than disclosed below

1. which give 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 Regulationshave 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.

DAVID STEWART C.A.
19 Rutland Square
Edinburgh
EH1 2BB

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ST MARTIN'S EPISCOPAL CHURCH, EDINBURGH

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2017

| | Note | 2017 £ | 2016 £ |
|---|------|-----------------------|-----------------------|
| INCOME | | | |
| Donations and Grants | 2 | 35,442 | 35,123 |
| Investment Income | 3 | 758 | 1,099 |
| Incoming Resources from Charitable activities | 4 | <u>2,135</u> | <u>2,085</u> |
| TOTAL INCOME | | <u>38,335</u> | <u>38,307</u> |
| EXPENDITURE | | | |
| Payments for Charitable Activities | 5 | <u>36,313</u> | <u>35,071</u> |
| TOTAL EXPENDITURE | | <u>36,313</u> | <u>35,071</u> |
| NET INCOMING RESOURCES | | 2,022 | 3,236 |
| OTHER RECOGNISED GAINS AND LOSSES (Losses)/Gains on Investment Assets | | <u>4,880</u> | <u>436</u> |
| | | 6,902 | 3,672 |
| NET MOVEMENT IN FUNDS | | | |
| Balance at 1 August 2016 | | <u>123,704</u> | <u>120,032</u> |
| Balance at 31 July 2017 | | <u>130,606</u> | <u>123,704</u> |

ST MARTIN'S EPISCOPAL CHURCH, EDINBURGH

**BALANCE SHEET
AS AT 31 JULY 2017**

| | Note | 2017 | | 2016 | |
|---|-----------|---------------|----------------|---------------|----------------|
| | | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible assets | | 66,569 | | 66,569 | |
| Investments | | <u>24,784</u> | | <u>19,904</u> | |
| | | | 91,353 | | 86,473 |
| CURRENT ASSETS | | | | | |
| Bank and Cash | | <u>39,348</u> | | <u>38,053</u> | |
| | | 39,348 | | 38,053 | |
| CREDITORS: Amounts falling due within one year | | <u>(95)</u> | | <u>(822)</u> | |
| NET CURRENT ASSETS | | | <u>39,253</u> | | <u>37,231</u> |
| | | | <u>130,606</u> | | <u>123,704</u> |
| REPRESENTED BY | | | | | |
| FUNDS | 10 | | | | |
| Unrestricted Funds | | | 114,219 | | 112,197 |
| Revaluation Reserve | | | <u>16,387</u> | | <u>11,507</u> |
| | | | <u>130,606</u> | | <u>123,704</u> |

The accounts were approved by the Board on 2017.

Chairman

ST MARTIN'S EPISCOPAL CHURCH, EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2017

1 ACCOUNTING POLICIES

Basis of Preparation of Financial Statements

The accounts are prepared under the historical cost convention.

The financial statements have been prepared in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2016) and the Companies Act 2006.

Restricted Funds

Restricted funds are funds subject to specific trusts or conditions which are declared or made by the donor, or with the authority of the donor (e.g. an appeal). All receipts under restriction, and related expenditure, are included in this category.

Unrestricted Funds

These are expendable at the discretion of the directors in furtherance of the objects of the charity. The Trustees, may from time to time, set aside certain funds for specific purpose into separate designated funds. Such designations carry no legal restriction, and may be changed at the discretion of the directors.

Incoming Resources

Incoming resources comprise of grant income, donations and other resources. Donations are recognised on a receivable basis, except when donors' conditions have not been fulfilled, then the income is deferred.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of VAT. Expenditure which is directly attributable to specific activities has been included in these cost categories. Where costs are attributable to more than one activity they have been apportioned across the cost categories on a basis consistent with the use of these resources.

ST MARTIN'S EPISCOPAL CHURCH, EDINBURGH

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 JULY 2017**

| | | | |
|---|--|---------------|---------------|
| 2 | DONATIONS | 2017 | 2016 |
| | | £ | £ |
| | Pledged Giving | 24,779 | 25,821 |
| | Open Plate | 3,773 | 2,523 |
| | Tax Reclaimed (Gift Aid) | 6,335 | 5,959 |
| | Other | <u>555</u> | <u>820</u> |
| | | <u>35,442</u> | <u>35,123</u> |
| 3 | INVESTMENT INCOME | | |
| | Interest receivable | 15 | 363 |
| | Investment Income | <u>743</u> | <u>736</u> |
| | | <u>758</u> | <u>1,099</u> |
| 4 | INCOMING RESOURCES FROM CHARITABLE ACTIVITIES | | |
| | Other income from Charitable activities | <u>2,135</u> | <u>2,085</u> |

ST MARTIN'S EPISCOPAL CHURCH, EDINBURGH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2017

| 5 | TOTAL RESOURCES EXPENDED | 2017 | 2016 |
|---|---------------------------------------|---------------|---------------|
| | | £ | £ |
| | Costs of generating funds | | |
| | Rector's Stipend, NIC and Pension | 16,715 | 16,703 |
| | Church and Organ Expenses | 2,608 | 2,048 |
| | Rent | 4,714 | 4,714 |
| | Printing and Stationery | 330 | 746 |
| | Church Administration | 1,000 | 1,000 |
| | Rectory Repairs | 1,098 | 306 |
| | Rectory Rates, Insurance and Cleaning | 3,701 | 3,336 |
| | Donations to Charities | 415 | 1,225 |
| | Miscellaneous Expenses | 317 | 618 |
| | Cost of Sales of Works | 1,615 | 832 |
| | Quota to Central Funds | <u>3,800</u> | <u>3,543</u> |
| | | <u>36,313</u> | <u>35,071</u> |

6 TRUSTEES

None of the Trustees (or any persons connected with them) received any remuneration or reimbursements of expenses during the year (2016: £ Nil).

| 7 | EMPLOYEES | Number | Number |
|---|---|----------|----------|
| | Number of employees | | |
| | The average monthly number of employees during the year was | <u>3</u> | <u>3</u> |

ST MARTIN'S EPISCOPAL CHURCH, EDINBURGH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2017**

8 TANGIBLE FIXED ASSETS

Property
£

Cost as at 1 August 2016 and 31 July 2017 66,569

9 INVESTMENTS

Valuation at 1 August 2016 19,904

Revaluation in Year 4,880

Valuation as at 31 July 2017 24,784

10 FUNDS

| | Revaluation Reserve £ | Unrestricted £ | Total £ |
|---------------------|-----------------------------|-------------------|----------------|
| At 1 August 2016 | 11,507 | 112,197 | 123,704 |
| Surplus in Year | - | 2,022 | 2,022 |
| Revaluation in Year | <u>4,880</u> | <u>-</u> | <u>4,880</u> |
| At 31 July 2017 | <u>16,387</u> | <u>114,219</u> | <u>130,606</u> |