



ST MACHAR'S
RANFURLY
CHURCH

CHURCH OF SCOTLAND BRIDGE OF WEIR

TRUSTEE ANNUAL REPORT and ACCOUNTS

for Year ended 31st December 2018



*Charity No. SC 003766
Congregation No. 140742*

Trustees Annual Report Year Ending 31st December 2018

The trustees present their annual report and financial statements of the charity for the year ended 31st December 2018. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the General Assembly

Regulations for Congregational Finance, 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

Reference and Administrative Information

Charity Name: St Machar's Ranfurly Church
Charity Registration No: SC003766
Congregation Reference No: 140742
**Contact Address:
(Trustee's Home)** Dennis Taylor
33 St Andrews Drive
Bridge of Weir
PA11 3HT

Trustees

Kirk Session Members (at 31st December 2018)

Mr R F Aitchison	Mrs A P Allen	Mrs M J Bird	Mrs H Bullen
Mr W R Christie	Mrs F Downie	Mr J Downie	Mrs J Durward
Mr I A Hales	Mrs N E M Hancock	Mrs M A Hart	Mr R Hughes
Mrs E S Lyle	Mr P McCulloch	Mr D R Macdonald	Mrs A McKechan
Mrs C McLaughlin	Rev H Marshall	Mrs M F Mills	Mrs M Reid
Mrs M Richardson	Mr W M Robb	Mr D Taylor	Mrs M Taylor
Mrs A Yeaman	Mr S Yeaman		

The following members of the Kirk Session and Congregational Board retired during the year

Mrs N Butterworth	Mrs J Evans	Mr R J Hart	Mr S McLaughlin
Miss M McLeod	Mr C U E Porelli	Mr D A Robb	Dr B Shepherd
Mrs J Stirling	Miss P Telfer		

Principal Office Bearers

Minister	Rev Hanneke Marshall	
Session Clerk	Dennis Taylor	
Treasurer	Francis Hancock 18 Glendentan Road Bridge of Weir PA11 3HE	
Independent Examiner	Shiona Crosbie FCCA, (Non-Practising member of the Association of Chartered Certified Accountants) 11 Dunvegan Avenue Elderslie PA5 9NT	
Bankers	Clydesdale Bank Plc 1 Causeyside Street Paisley PA1 1UW	Bank of Scotland Plc PO Box 1000 BX2 1LB

Structure, Governance and Management

Governing Document

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

We changed from our previous Model Deed of Constitution to Unitary following the required congregational meeting and vote on 3rd of June of 2018. We obtained Presbytery approval on the 19th of June 2018. We have since re-organised our structure into 7 teams working under the Kirk Session, each headed up by a convener: Worship; Mission and Outreach; Pastoral Care and Nurture; Learning; Communication and Administration; Buildings; and Stewardship and Finance.

Objectives

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.

Activities & Achievements

The activities and achievements during the year may be summarised as follows.

Services of Worship:

Regular Sunday morning worship takes place at 10.30am every Sunday. Attendance tends to range between 70 and 90, with over 100 attending some special services. A rota of Elders and other members of the Congregation assist by doing the scripture readings. As well as providing hymn books and pew Bibles, hymns and scripture readings are projected, and projected visual aids are frequently used for the children's address.

There are three set Communion Services in the year (February, May and October). The Evening Communion Service is alternately shared with Freeland Church. Informal Communion is celebrated on Maundy Thursday and Easter Sunday.

Junior Church has been held during many services this year, though not during school holidays, with the children being in the main worship service until the all-age talk and hymn, and then going out to the hall for their Junior sessions. Junior Church has a small but regular number of children attending. It was decided that we would offer a Junior Church session twice a month, and then have a monthly all-age service too. Prior to each Junior Church session and all-age service an e-mail is sent round to parents to remind them that it is on. This is working quite well and has made the load more manageable for those leaders who are remaining.

A number of special services are held during the year. These services are designed to meet certain needs of both the congregation and the wider community and often involve a slightly different style of service. Examples include a Welcome Back service (after the summer break), Harvest Service, Community Gala Service (shared alternate years with Freeland Church), Remembrance Day (Armistice) service, and a Service of Remembrance (a quiet reflective service at the end of the Church Year to remember loved ones who are no longer with us).

Organisations and Youth Activities

The Guild continued its active programme of fortnightly meetings and fund raising for a number of causes. During the winter months, the meetings took place during the afternoon rather than the evening. As usual, one of our normal Sunday services during November was dedicated to the work of the Guild and Guild members have helped to prepare and lead the service.

Two companies of Guides (and Rainbows) meet in the hall on Tuesday and Wednesday evenings, involving nearly 70 girls in total. We share a Boys Brigade company with Freeland, involving a total of around 65 boys across the Anchor Boys, Junior Section and Company Section groups.

School chaplaincy is undertaken in Bridge of Weir Primary School and Gryffe High School. The involvement is shared with the Minister of Freeland Church and with a youth worker whom we jointly fund with a number of local churches in the area through the West Renfrewshire Youth Trust. Members of the congregation are also involved in special initiatives like a reflection room at Easter time and Remembrance (Armistice) Day. The minister and volunteers were involved in Easter, end-of-year and Christmas services. In December a "Christmas Unwrapped" was organised by the WRYT youth worker along with the minister, the Freeland minister and several volunteers. This was held in the local primary school for P6 pupils to explore the nativity story in greater depth. It was very well received by both pupils and staff. An Easter event is scheduled for 2019.

Other Activities and Events

In the summer holidays, a new initiative was a weekly Summer Drop-In for the community. This proved very popular, especially with carers with young children, as well as older people looking for some company and a blether.

During the year there was an extensive programme of events and activities – some fellowship, some fund-raising, some community-based, and many bridging more than one of these categories. The monthly lunch, the Terrace, continues to provide an important local service. The Masqueraders (music & drama) group

staged a performance in April, providing great entertainment and raising funds for a local hospice.

Along with other local churches and regional school worker, the minister and other volunteers delivered a number of events at the local primary school and increased involvement at the local high school.

In partnership with the other churches in the village, our volunteers carried out a door-to-door collection during Christian Aid Week – raising over £5,000 for Christian Aid.

Following on from the success the year before, we had a stall at the local Gala Day in June.

During the year, the old manse was sold and a new manse purchased. This provides more suitable accommodation for the manse family.

A Stewardship Campaign was run during the autumn, which provided the funds for an upgrade to the access

walkway (already accomplished) as well as a planned upgrade to the halls (to be completed in 2019).

We took part in the Renfrewshire Doors Open Day in September. Members of the congregation regularly bring donations for the Renfrewshire Food Bank and we focused on their work during our Harvest Service. In the run up to Christmas we collected gifts for the Salvation Army gift appeal, and gathered shoes for the Gryffe High School Shoe Share collection.

A bi-monthly printed newsletter – “The Lych Gate” – is produced. This and our web site, which has recently been upgraded, provide comprehensive information on our various services, activities and events.

The minister has commenced writing monthly articles for the Gryffe Advertiser, in part to raise the profile of our congregation and the Christian faith in general.

Financial Review

Overview

The early part of the year was dominated by the purchase of the new Manse at 9 St Andrews Drive and subsequent sale of the old Manse at 9 Glen Brae. To allow the purchase in February before the sale in May, an interest-free loan was obtained from the General Trustees of the Church of Scotland; this was repaid from the proceeds of the sale, with the balance being paid from the Fabric Fund less than two weeks later.

In the second half of the year, a Stewardship Campaign on the theme of Money was run with the dual aim of encouraging the congregation to review their regular giving, and also to raise funds specifically for repair of the access ramp to the church, which had become dangerous, and for refurbishment of the church hall. By making the hall a more attractive space, it is hoped that more groups might be encouraged to make use of this facility, thereby gaining additional income.

General Fund

Income for the General Fund, was slightly lower than the previous year, while, expenditure was a little higher, resulting in a deficit of £5,291. However, following the purchase of the new manse, some associated expenses were transferred to the Fabric Fund. It should also be noted that, in previous years, the General Fund has included the £150,000 value of the Manse. With the change of Manse this year, the opportunity was taken to create a separate designated fund for this. So overall there has been little change in the value of the General Fund at around £32k.

Total unrestricted income of £100,088, was £2,233 (2.1%) down on the previous year. Total unrestricted expenditure of £103,825 was £20,428 (6.1%) lower than last year, mainly due to the 2017 figure including significant expenditure on upgrading the old Manse. Overall, total expenditure exceeded income by £3,736, although £9,016 of expenditure was due to one-off costs associated with the manse sale and purchase, so that normal activities showed a surplus of £5,280.

Unrestricted voluntary income was £1,168 lower; however, it is anticipated that this will recover following the review of regular giving prompted by the Stewardship campaign. With no social events this year, there was a small reduction in income from activities. Legacies were £1000 lower and investment income was also reduced, reflecting the reduction in the number of investments held (see below).

Staffing costs show a decrease of £2126 (15%) from 2017, mainly due to a significant reduction in pulpit supply fees due to the minister being in place for the full year.

This year, our support of West Renfrewshire Youth Trust was increased from £7,500 to £10,000; we were fortunate to benefit from a contribution from Presbytery of 50% of this amount, received in the form of a £5,000 reduction in our Ministries and Mission Contribution.

Church maintenance costs were significantly lower

than 2017, reflecting the fact that there were no large items of expenditure this year.

Other Funds

A significant amount £29,836, was used from the **Fabric Fund** to fund the changeover of the Manse. Of this amount, £20,820 represents the additional amount paid for the new Manse, and was therefore transferred to the new Manse fund; the remaining £9,016 is the net expenditure on the move. A further £3,050 has been spent from this fund on repairs to the church.

The **Ramp Repair & Hall Refurb Fund** was set up to receive donations made as part of the Stewardship campaign. Donations totalling £20,210 were received from members of the congregation; these were augmented by £4,921 through the HMRC Gift-aid scheme. An additional £569 was provided by the Fundraising Committee from the Afternoon Tea event.

The repairs to the access ramp were completed in October at a total cost of £7,611 so that access to the church and hall is now available for people of all abilities. The remaining £18,061 is available for hall refurbishment work which is expected to take place early in 2019.

During the year, an **Outreach Fund** was created to support outreach activities. This was initially funded by transfer of an amount previously set aside as an agency account for such purposes. This fund supported a series of "Summer Drop-In" mornings during the school summer holidays, from which some additional donations were received, to leave a balance of £1,441.

Two small legacies were received during the year and added to the **Legacy Fund** which now stands at £19,345.

The **Kelso Fund** continues to support WRYT and other Junior Church activities.

Bank Accounts

At the start of the year, the church held four bank accounts: two ordinary current accounts and an interest-paying current account with the Clydesdale Bank (CB) and an ordinary current account with Bank of Scotland (BoS).

The BoS account (number 14772968) is used as a convenient means of depositing income as BoS is the only bank with a branch within the village.

Of the two ordinary CB current accounts, the main account is number 90155171. The other, number 40551248, has recently been used only to accept a small number of standing order donations. Having invited the donors to switch to the main account, this account is no longer required and was closed before the end of the year, the balance having been transferred.

With recent increases in the Bank of England base rate, interest is once again being earned on balances retained in account number 70554224. Therefore, the approach has been to transfer monies to this account where possible in order to maximise interest earned.

Investment Policy and Performance

The Trustees have maintained a policy of only investing in low risk vehicles, such as Banks and similar institutions, where Financial Services Compensation Scheme (FSCS) protection exists, or in Government Bonds or equivalent. This has meant that investment opportunities with potential higher returns, such as Peer-to-Peer lending or Crowd Funding, have been turned down. In the current financial climate this has resulted in relatively low returns on our investments.

The three Endowment Funds are held in the Church of Scotland Investors' Trust. During the year, £171 of dividend income was received, while at the end of the year, the value had dropped from £4254 to £4090, a decrease of £164.

During 2017, two of the three fixed-term deposits with Clydesdale Bank were allowed to mature to ensure that reserves would be available for the anticipated change of manse. For the same reason, the third was allowed to mature, in May of this year, with interest of £231.

Towards the end of the year, following a review of cash reserves, it was agreed by the Finance Committee that, having completed all transactions associated with the purchase of the new manse and the sale of the old one, and allowing for the cash reserves in the Ramp

Repair & Hall Refurb fund, which are likely to be spent in 2019, funds should be invested in fixed-term deposits to take advantage of interest rates higher than standard bank accounts. It was also noted that the total of funds deposited with the Clydesdale Bank exceeded the £85,000 limit guaranteed by the FSCS. Accordingly, just prior to the year end, £30,000 was placed into a two-year CB fixed-term deposit, with interest of 1.5% per annum; a second £30,000 is to be placed into a one-year fixed-term deposit with the Charities Aid Foundation with interest of 1.3%.

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 3 month's General Account expenditure and approximately 6 months expenditure for other unrestricted funds. With a 2019 budget of £94.5k general expenditure and £6.7k expenditure from other funds, this corresponds to a reserve of approximately £27k. With year-end reserves of £79k, and allowing for £30k to be invested and £18k in the Ramp & Hall Fund, it can be seen that this target has been met.

Trustees' Responsibilities in Relation to the Financial Statements

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;
- observe the method and principles in the applicable Charities SORP
- 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.

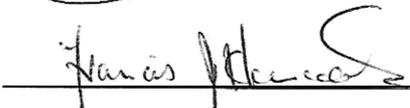
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities 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.

The Trustees are responsible for the maintenance and integrity of the charity and financial information on the congregation's website.

Approved by the Trustees and signed on their behalf,



Hanneke Marshall (Minister)



Francis Hancock (Treasurer)

Dated: 7th March 2019

Independent Examiner's Report to the Trustees of St Machar's Ranfurly Church

I report on the accounts of the charity for the year ended 31st December 2018 which are set out on pages 7 to the end of the report.

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 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 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

S Crosbie

Name:

Shiona Crosbie FCCA,
Non-Practising member of the Association
Chartered Certified Accountants

Address:

11 Dunvegan Avenue,
Elderslie
PA5 9NT

Date:

10th March 2019.

Statement of Financial Activities

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Total Funds
Incoming Resources					
Incoming Resources from Generated Funds					
Voluntary Income (2)	89,795	25,168	—	114,963	91,013
Activities for Generating Funds (3)	9,092	—	—	9,092	9,874
Investment Income (4)	566	86	—	652	901
Incoming Resources from Charitable Activities (5)	636	1,902	—	2,538	2,346
Other Incoming Resources (6)	187,700	—	—	187,700	
Total Incoming Resources	287,788	27,157	—	314,945	104,134
Resources Expended					
Charitable Activities (7)	103,825	14,736	—	118,561	135,696
Total Resources Expended	103,825	14,736	—	118,561	135,696
Net Income / (Expenditure) before Transfers	183,964	12,421	—	196,384	(31,562)
Transfers					
Gross transfers between funds - in	388,356	3,069	—	391,425	56,295
Gross transfers between funds - out	(391,425)	—	—	(391,425)	(56,295)
Net Income / (Expenditure)	180,894	15,490	—	196,384	(31,562)
Other Recognised Gains / Losses					
Gains / losses on investment assets	—	—	(164)	(164)	188
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net Movement in Funds	180,894	15,490	(164)	196,220	(31,374)
Total Funds Brought Forward	248,301	26,307	4,332	278,940	310,314
Total Funds Carried Forward	429,196	41,797	4,168	475,161	278,940
Represented by:					
Unrestricted					
General fund	32,577	—	—	32,577	181,921
Designated					
Fabric Fund	17,222	—	—	17,222	49,995
Legacy Fund	19,435	—	—	19,435	16,385
Manse Fund	358,520	—	—	358,520	—
Outreach Fund	1,441	—	—	1,441	—
Restricted					
Audio/Visual System Fund	—	—	—	—	18
Flower Fund	—	112	—	112	64
Guild Fund	—	213	—	213	418
Ramp Repair & Hall Refurb	—	18,061	—	18,061	—
Wm Kelso Memorial	—	23,410	—	23,410	25,806
Endowment					
Flower Fund (Endowment)	—	—	377	377	389
Jane Houston Bequest	—	—	2,799	2,799	2,911
Joseph A Wylie Bequest	—	—	993	993	1,033

Balance Sheet

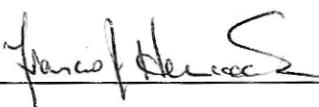
		This Year 2018	Last Year 2017
Fixed assets	(10)		
Tangible assets	(11)	358,520	150,000
Investments	(12)	4,090	4,254
		362,610	154,254
Current assets	(10)		
Debtors	(13)	5,862	12,365
Investments		30,000	25,630
Cash at bank and in hand		79,523	89,364
		115,386	127,358
Creditors	(10)		
Amounts falling due in one year	(14)	2,835	2,672
		2,835	2,672
Net Current Assets		112,551	124,686
Total Net Assets		475,161	278,940
Represented by:	(15)(16)		
Unrestricted			
General fund		32,577	181,921
Designated			
Legacy Fund		19,435	16,385
Manse Fund		358,520	—
Outreach Fund		1,441	—
Fabric Fund	(17)	17,222	49,995
Restricted			
Ramp Repair & Hall Refurb Fund	(18)	18,061	—
Wm Kelso Memorial		23,410	25,806
Audio/Visual System Fund		—	18
Guild Fund	(19)	213	418
Flower Fund		112	64
Endowment			
Jane Houston Bequest		2,799	2,911
Joseph A Wylie Bequest		993	1,033
Flower Fund (Endowment)		377	389
Funds of the Church		475,161	278,940

Statement of Cash Flow

	This Year 2018	Last Year 2017
Net Cash provided by (used in) Operating Activities (20)	14,698	(39,655)
Cash Flows from Investing Activities		
Interest and Dividends	652	901
Proceeds from Sale of Fixed Assets	337,700	—
Purchase of Fixed Assets	(358,520)	—
Proceeds from Sale of Investments	25,630	56,662
Purchase of Investments	(30,000)	—
Net Cash provided by (used in) Investing Activities	(24,538)	57,563
Cash Flows from Financing Activities		
Cash Inflows from New Borrowing	357,500	—
Repayment of Borrowings	(357,500)	—
Net Cash provided by (used in) Financing Activities	—	—
Change in Cash and Cash Equivalents	(9,841)	17,908
Cash and Cash Equivalents Brought Forward	89,364	71,456
Cash and Cash Equivalents Carried Forward	79,523	89,364

These accounts were approved by the Trustees on 7th March 2019 and signed on their behalf by:-


 _____ Minister


 _____ Treasurer

Notes forming part of the Financial Statement for Year ended 31st December 2018

1. 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.

Basis of Preparation

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

Fund Accounting

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 therefrom 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. There were no donations of this category in 2017.

Resources Expended

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

Tangible Fixed Assets

The charity has the right to occupy and use for its charitable objects certain tangible fixed assets, including the Church, halls, 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.

Where applicable, all tangible fixed assets costing in excess of £4,000 having a value to the charity greater than one year, other than those acquired for specific purposes, are capitalised. Depreciation is provided on a straight-line basis to write off the cost or initial value, less residual value, of tangible fixed assets over their estimated useful lives:

- Fixtures, fittings and office equipment 5 years
- Motor vehicles 7 years

The Manse: The Manse is not under the control of or included in the inventory of the Church of Scotland General Trustees; therefore, it is included in these Accounts. During this reporting period, the Manse at 9 Glen Brae, purchased in 1992 for £150,000, was sold for £337,700. A new Manse at 9 St Andrews Drive was purchased for £357,500 with the assistance of a loan from the General Trustees. The Manse is not being depreciated because the residual value is estimated to be higher than the original cost (See Note 11).

Investments

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

Taxation

St Machar's Ranfurly 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.

2. Voluntary Income	Unrestricted 2018	Designated 2018	Restricted 2018	Endowment 2018	Total 2018	Total 2017
1101 - Freewill Offering Scheme	14,795	—	—	—	14,795	14,593
1103 - Offerings by Standing Order	38,115	—	—	—	38,115	37,499
1104 - Tax Recovered on Gift Aided	14,914	—	4,921	—	19,835	17,181
1105 - Ordinary Collections Plate etc	5,970	—	—	—	5,970	6,405
1106 - Other Offerings, Donations etc	11,163	1,574	20,210	—	32,947	11,086
1107 - Junior Church Collections	36	—	2	—	38	123
1111 - Outreach Donations	—	229	—	—	229	—
1160 - Flowers Donations	—	—	35	—	35	51
1170 - Unrestricted Legacy	—	3,000	—	—	3,000	4,075
Total 2018	84,992	4,803	25,168	—	114,963	91,013
Last Year (2017)	86,888	4,075	45	6	91,013	

3. Activities for Generating Funds	Unrestricted 2018	Designated 2018	Restricted 2018	Endowment 2018	Total 2018	Total 2017
1110 - From Organisations	1,370	—	—	—	1,370	415
1120 - Fund Raising	4,798	—	—	—	4,798	3,540
1121 - Coffee Fellowship	554	—	—	—	554	344
1122 - Social Events	—	—	—	—	—	1,025
1124 - Weddings	350	—	—	—	350	550
1125 - Funerals	520	—	—	—	520	1,440
1150 - Use of Premises	1,450	—	—	—	1,450	2,560
1180 - Sundry Sales	—	50	—	—	50	—
Total 2018	9,042	50	—	—	9,092	9,874
Last Year (2017)	9,874	—	—	—	9,874	

4. Investment Income	Unrestricted 2018	Designated 2018	Restricted 2018	Endowment 2018	Total 2018	Total 2017
1130 - Interest Received & Investment Income	389	—	13	—	402	638
1140 - Bank and Deposit Interest	63	114	74	—	250	264
Total 2018	452	114	86	—	652	901
Last Year (2017)	592	183	120	6	901	

5. Income from Charitable Activities	Unrestricted 2018	Designated 2018	Restricted 2018	Endowment 2018	Total 2018	Total 2017
1161 - Guild Income	—	—	1,902	—	1,902	1,636
1162 - Life and Work Income	636	—	—	—	636	710
Total 2018	636	—	1,902	—	2,538	2,346
Last Year (2017)	710	—	1,636	—	2,346	

6. Other Income	Unrestricted 2018	Designated 2018	Restricted 2018	Endowment 2018	Total 2018	Total 2017
1191 - Gain on Sale of Fixed Assets	187,700	—	—	—	187,700	—
Total 2018	187,700	—	—	—	187,700	—
Last Year (2017)	—	—	—	—	—	

INCOME TOTAL	282,821	4,967	27,157	—	314,945	104,134
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7. Expenditure on Charitable Activities	Unrestricted 2018	Designated 2018	Restricted 2018	Endowment 2018	Total 2018	Total 2017
1201 - Ministries-Mission Allocation	50,939	—	—	—	50,939	50,708
1209 - Presbytery Dues	1,309	—	—	—	1,309	1,331
1214 - Ministry Travel expenses (8)	1,390	—	—	—	1,390	1,236
1215 - Ministers Telephone (8)	651	—	—	—	651	450
1216 - Ministers Other Expenses (8)	174	—	—	—	174	315
1217 - Pulpit Supply (9)	225	—	—	—	225	1,830
1219 - Vacancy Costs	—	—	—	—	—	5,043
1222 - West Renfrewshire Youth Trust	5,000	—	5,000	—	10,000	7,500
1231 - Fund raising expenses (regular)	258	—	—	—	258	150
1234 - Social Event Expenses	—	—	—	—	—	1,024
1240 - Church Officer (8)(9)	3,754	—	—	—	3,754	3,782
1242 – Organist	—	—	—	—	—	834
1246 – Cleaner (9)	3,168	—	—	—	3,168	3,132
1247 - Deputies' Fees (9)	4,880	—	—	—	4,880	4,576
1250 - Printing, Stationery	597	23	48	—	667	510
1252 – Photocopying	269	—	—	—	269	251
1253 – Telephone	959	—	—	—	959	990
1254 - Audio Visual System	378	—	18	—	396	538
1261 - Church Newsletter	1126	—	—	—	1126	938
1262 - Life and Work Expenses	628	—	—	—	628	717
1263 - Computer Expenses	762	—	—	—	762	207
1265 – Outreach	250	339	(250)	—	339	534
1266 – Worship Expenses	59	—	—	—	59	—
1267 - Session Expenses	—	—	—	—	—	34
1268 - Junior Church Expenses	36	—	52	—	88	229
1279 - Miscellaneous Expenses	56	—	—	—	56	103
1280 - Flowers Expenses	48	—	—	—	48	78
1282 - Guild Expenditure	—	—	1,247	—	1,247	1,794
1299 - Depreciation	—	—	—	—	—	—
1300 - Fabric Maintenance Church	3,138	3,050	—	—	6,188	12,375
1301 - Organ - Piano Maintenance	500	—	—	—	500	761
1302 - Gas Church	2,671	—	—	—	2,671	2,628
1303 - Electricity Church	1,392	—	—	—	1,392	1,444
1307 - Insurance Church	2,861	—	—	—	2,861	2,809
1308 - Cleaning Materials	152	—	—	—	152	84
1309 - Upkeep of Grounds	—	—	—	—	—	84
1320 - Fabric Maintenance Manse	1,201	—	—	—	1,201	757
1325 - Council Tax Manse (8)	2,565	—	—	—	2,565	2,909
1395 – Donations to Third Parties (21)	—	—	1,010	—	1,010	—
1399C - MFE – Manse Refurbishment	—	—	—	—	—	23,013
1399D – MFE Manse Purchase	9,016	—	—	—	9,016	—
1399E – MFE Access Ramp Repair	—	—	7,611	—	7,611	—
Total 2018	100,412	3,412	14,736	—	118,561	135,696
Last Year (2017)	98,303	25,950	11,443	—	135,696	—

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.

EXPENDITURE TOTAL	100,412	3,412	14,736	—	118,561	135,696
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8. Trustee Remuneration and Related Party Transactions

During the year, 2 Trustees received reimbursement of expenditure incurred on behalf of the church:

- The Church Officer, Mr Stewart Yeaman, is an employee and received **£3504** in Salary less tax of **£701**, plus **£250** in additional payments.
- The Minister, Rev Hanneke Marshall received reimbursement of expenses totalling **£4780**, made up as follows:

Travel expenses	£1390
Telephone	£651
Manse Council Tax	£2565
Other expenses	£174

During the year, no contract or transaction was entered into with any Trustee. During the year, a contract for repair of the access ramp to the church building was entered into with David Yeaman, son of Trustee Mr Stewart Yeaman. The contract was awarded after a competitive tendering process, being the lowest of three quotations received. The total value of the contract was £7,400 which has all been paid during the reporting period.

The total amount of donations by Trustees in 2018 was **£36,986**.

9. Staff Costs and Numbers

	2018	2017
Salaries and Wages (including contract)	12,027	14,153
Social Security Costs		
Total	12,027	14,153

Deputies and pulpit supply fees are included; the 2017 figure includes the salary for the Locum.

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

	2018	2017
Church Officer	1	1
Cleaner	1	1
Total	2	2

No employee had employee benefits in excess of £50,000 (2017 nil).

All Church of Scotland congregations contribute to the National Stipend Fund which bears the cost of all ministers' stipends and employer's contributions for national insurance, pension and housing and loan fund. Minister's 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 is £27,044 and the maximum stipend in 5th and subsequent years of service is £33,234.

10. Statement of Assets and Liabilities

	General	Designated	Restricted	Endowment	This Year	Last Year
Fixed assets - Tangible assets						
Manse: Glen Brae	—	—	—	—	—	150,000
Manse: St Andrews Drive	—	358,520	—	—	358,520	—
Total	—	358,520	—	—	358,520	150,000
Fixed assets - Investments						
COSIT IF 1	—	—	—	4,090	4,090	4,254
Total	—	—	—	4,090	4,090	4,254
Current assets - Cash at bank and in hand						
Bank Deposit Account ...224	16,404	30,548	25,843	—	72,794	64,924
Bank Current Account ...171	(1,587)	(859)	5,843	78	3,475	11,651
Bank Current Account ...248	—	—	—	—	—	1,281
B of S Current Account 968	2,434	—	571	—	3,005	11,090
Petty Cash	35	—	—	—	35	—
Guild Bank	—	—	213	—	213	418
Total	17,285	29,689	32,471	78	79,523	89,364
Current assets - Investments						
CB Term Deposit	11,000	9,000	10,000	—	30,000	25,630
Total	11,000	9,000	10,000	—	30,000	25,630
Current assets - Debtors						
Accounts Receivable	5,862	—	—	—	5,862	12,365
Total	5,862	—	—	—	5,862	12,365
Liabilities - Creditors: Amounts falling due in one year						
Accounts Payable / Prepayments Received	1,571	590	674	—	2,835	1,098
Total	1,571	590	674	—	2,835	1,098
Liabilities - Agency accounts						
Agency collections (21)	—	—	—	—	—	1,574
Total	—	—	—	—	—	1,574
Grand Total	32,577	396,618	41,797	4,168	475,161	278,940

11. Tangible Fixed Assets

	Car	Buildings	Office Equipment	Total
Cost				
At 1 st January 2018	0	150,000	0	150,000
Gain on Disposal	0	187,700	0	187,700
Additions	0	358,520	0	358,520
Disposals	0	(337,700)	0	(337,700)
As at 31 st December 2018	0	358,520	0	358,520
Net Book Value				
At 31 st December 2017		150,000		150,000
At 31 st December 2018		<u>358,520</u>		<u>358,520</u>

12. Investments

	2018	2017
Market Value at 31 st December (previous year)	4254	4066
Unrealised gain (loss) on Investments	(164)	188
Market Value at 31 st December (this year)	<u>4090</u>	<u>4254</u>
Investment at Cost	<u>4097</u>	<u>4097</u>

The following investments are held:
C of S Investor Trust Income Fund: 342 Units

13. Debtors

	2018	2017
Gift Aid Tax Refund due	5,078	11,719
Other Income accrued	300	300
Expenditure prepaid	<u>484</u>	<u>345</u>
	<u>5,862</u>	<u>12,364</u>

14. Creditors

	2018	2017
Expenditure Accrued & Prepaid Income	2,835	1,098
Post Boxes		<u>1,574</u>
	<u>2,835</u>	<u>2,672</u>

15. Fund Movements

	At 1 st January 2018	Incoming Resources	Outgoing Resources	Transfers	Gains/ Losses	At 31 st December 2018
Endowment Funds						
Jane Houston Bequest	2,911	—	—	—	(112)	2,799
Joseph A Wylie Bequest	1,033	—	—	—	(40)	993
Flower Fund (Endowment)	389	—	—	—	(12)	377
Total Endowment Funds	4,333	—	—	—	(164)	4,169
Restricted Funds						
Wm Kelso Memorial	25,806	56	4,952	2,500	—	23,410
Guild Fund	418	1,902	2,107	—	—	213
Flower Fund	64	48	—	—	—	112
Audio/Visual System	18	—	18	—	—	—
Ramp Repair & Hall Refurb	—	25,151	7,659	569	—	18,061
Total Restricted Funds	26,306	27,157	14,736	3,069	—	41,796
Unrestricted Funds						
General Fund	181,921	282,821	100,412	(331,753)	—	32,577
Designated Funds						
Manse	—	—	—	358,520	—	358,520
Fabric	49,995	114	3,050	(29,836)	—	17,222
Outreach	—	1,803	362	—	—	1,441
Legacy	16,385	3,050	—	—	—	19,435
Total Designated Funds	66,380	4,967	3,412	328,684	—	396,618
Total Unrestricted Funds	248,301	287,788	103,824	(3,069)	—	429,195
Total Funds	278,940	314,945	118,561	—	(164)	475,161

16. Purpose of Funds

Purpose of Designated Funds

- **Manse Fund.** This fund contains the value of the manse (at the purchase price, including associated legal fees).
- **Fabric Fund:** The Trustees have set aside funds for the maintenance of the church property.
- **Outreach Fund:** This fund has been set up to allow sums to be set aside for use in activities designed to reach out to the wider community.
- **Legacy Fund:** This fund has been set up to hold funds from unrestricted legacies until a decision is made on how the funds should be used.

Purpose of Restricted Funds

- **Flower Fund:** This fund is to provide flowers for display during services of worship.
- **Guild Fund:** This is to allow the Guild to pursue its own charitable activities throughout the year.
- **Audio Visual Fund:** This fund is to finance additions and improvements to the sound and projector system.
- **W. Kelso Memorial Fund:** Mrs. Margarita Kelso bequeathed £39,828.80 to St. Machar's Ranfurly in memory of her husband, the late William Kelso to be used as the Congregational Board shall decide but as far as practicable and so far as the Congregational Board may think fit to be applied in the interests of young people of the Church.
- **Ramp Repair and Hall Refurb Fund:** This fund was set up to collect funds raised by the appeal in the 2018 Stewardship campaign for repair of the access ramp to the church and for refurbishment of the church hall

Purpose of Endowment Funds

- **Jane Houston Bequest:** Income from this fund is to augment the former Mission and Aid Fund. It is retained in the General Fund from which payments to the Mission and Aid Fund are made through our Annual Allocation.
- **Joseph A Wylie Bequest:** Income from this fund is intended to augment the minister's stipend. It is retained in the General Fund from which payments to the Parish Ministers fund are made through our Annual Allocation.
- **Flower Fund Endowment:** Income from this fund is to provide flowers for the church in memory of Mrs Catherine Scott on her anniversary.

17. Income and Expenditure - Fabric Fund (designated)

B/F from 2017		49,995
Income		
Sale of Planters	50	
Interest	63	
		<u>113</u>
Expenditure		
Sale / Purchase of manse	19,800	
Fees and expenses for sale of old manse	6,109	
Fees and expenses for purchase of new manse	2,047	
Removal expenses	1,880	
Repair of Main Church Steps	540	
Repair of Steps and Drive	1,920	
Repair of Exterior Lighting	590	
		<u>32,886</u>
Balance at end Dec 2018		<u><u>17,222</u></u>

18. Income and Expenditure - Ramp Repair and Hall Refurb Fund (restricted)

B/F from 2017		—
Income		
Donations	20,210	
Gift-Aid Tax recovered	4,921	
Surplus from Afternoon Tea	569	
Interest	19	
		<u>25,719</u>
Expenditure		
Printing and Stationery	47	
Repair of access ramp	7,611	
		<u>7,658</u>
Balance at end Dec 2018		<u><u>18,061</u></u>

19. Income and Expenditure – Guild Fund (restricted)

B/F from 2017		418
Income		
Collections	190	
Subscriptions	312	
Spring Fayre	701	
Lunch Club	700	
		<u>1,902</u>
Expenditure		
Capitation Fee	270	
Expenses	112	
Secretary's Expenses	50	
Printing	250	
Plants	13	
Presbytery Booklets & Dues	17	
Speakers Expenses	35	
Guild Donations	660	
Lunch Club Donations	700	
		<u>2,107</u>
Balance at end Dec 2018		<u><u>213</u></u>

20.Reconciliation of Net Income/(Expenditure) to Net Cash Flow from Operating Activities

	This Year 2018	Last Year 2017
Net Income/(Expenditure) from SOFA	196,384	(31,562)
Adjustments		
(Gain)/Loss on Investments	(187,700)	
(Interest and Dividends)	(652)	(901)
(Increase)/Decrease in Debtors	6,502	(6,111)
Increase/(Decrease) in Creditors	163	(1,081)
Net Cash provided by (used in) Operating Activities	14,698	(39,655)

21. Donations to Third Parties

	2018	2017
Donations		
Adams House	100	
CRISIS	200	—
Dr Graham's Homes	50	—
Feed The Minds	60	—
Glasgow City Mission	100	—
1 st Bridge of Weir Rainbows	150	—
Scottish Bible Society	100	—
St Vincent's Hospice	250	—
	1,010	
Agency Collections		
Accord Hospice	—	600
Adams House		129
Africa Disaster Appeal		940
Boys' Brigade	173	—
CHAS (Children's Hospices Across Scotland)	630	—
Marie Curie	—	145
Renfrewshire Foodbank	—	112
Scottish Bible Society	148	—
St Vincent's Hospice	148	—
Teen Challenge / The Haven	—	129
	1,098	2,055
TOTAL	2,108	2,055

22. Volunteers

In common with all congregations of the Church of Scotland the congregation benefits from the contributions made by volunteers who give the 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.