

# LIVING OUR



FAITH

## Greyfriars Parish Church, Lanark

(Church of Scotland)

## Annual Report & Accounts

for year ending

**31st December 2013**

Charity Number: SC016504

Congregational Number: 130728





# Trustees Annual Report for Year Ended 31<sup>st</sup> December 2013

The trustees present the annual report and accounts for Greyfriars Parish Church, Lanark for the year ended 31st December 2013

## Reference and Administrative Information

Charity Name:	Greyfriars Parish Church, Lanark (Church of Scotland)
Charity Registration Number:	SC016504
Congregation Reference No:	130728
Contact Address:	Greyfriars Parish Church, Bloomgate, Lanark, ML11 9ET
Website:	<a href="http://www.lanarkgreyfriars.com">www.lanarkgreyfriars.com</a>

## Trustees

### Kirk Session (Active Elders)

Elma Barr	Bryan Kerr	Diane Sloan
Dorothy Barclay	Pauline Kerr	Alistair Stewart
Catherine Chapman	Anna Lumsden	Alex Sutherland (to 6/5/13)
Graham Chapman	John Lumsden	Lorraine Swan
John Dickman	Willie McAlpine	Lilias Tennant
May Dickman	Elizabeth McCartney	William Tennant
Bill Flemington	Marcella McLennan	David Thompson
Philip Fox	Bethene McMillan (from 6/12/13)	Miller Thomson
Agnes Gold	Robert McMillan	Sheena Thomson
Janella Glover (from 11/11/13)	Avril Mitchell	Gershom Walker
Carolyn Graham	Helen Plenderleith	Jim Wallace
Senga Hamilton	Keith Prentice	Margaret Wallace
Kenneth Hutchison	Leslie Reid	Marlene Waugh
Ian Ivison	Elsbeth Riddet	Anne White
Liz Ivison	Dale Robb	

### Office Bearers

Minister:	Rev. Bryan Kerr
Session Clerk:	Graham Chapman
Church Treasurer:	Anne Gibson
Resources Convener:	John Lumsden

Independent Examiner: Alan M Kerr, Chartered Accountant, I. A. Stewart & Co.  
The Mechanics Workshop, New Lanark, ML11 9DB

Bankers: Royal Bank of Scotland, 88 High Street, Lanark, ML11 7ET

# Structure, Governance and Management

## Governing Document

Greyfriars Parish Church, Lanark is administered in accordance with the terms of the Deed of Constitution (Unitary Form).

## Recruitment and Appointment of Trustees

Members of the Kirk Session are the charity trustees. The Kirk Session members are the active 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.

## Organisational Structure

The Kirk Session is moderated by the minister and meets six times in a year. The Kirk Session has four constituted action groups (Mission & Nurture, Pastoral, Resources and Worship) and certain responsibilities are delegated to them. Each action group is convened by a member of the Kirk Session with the membership being made up of elders and representatives from the congregation. Each action group reports regularly to the Kirk Session.

## Objectives and Activities

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

It co-operates with other Churches in various ecumenical bodies in Scotland and beyond. The parish of Greyfriars extends to cover the eastern side of Lanark as well as the village of Cartland.

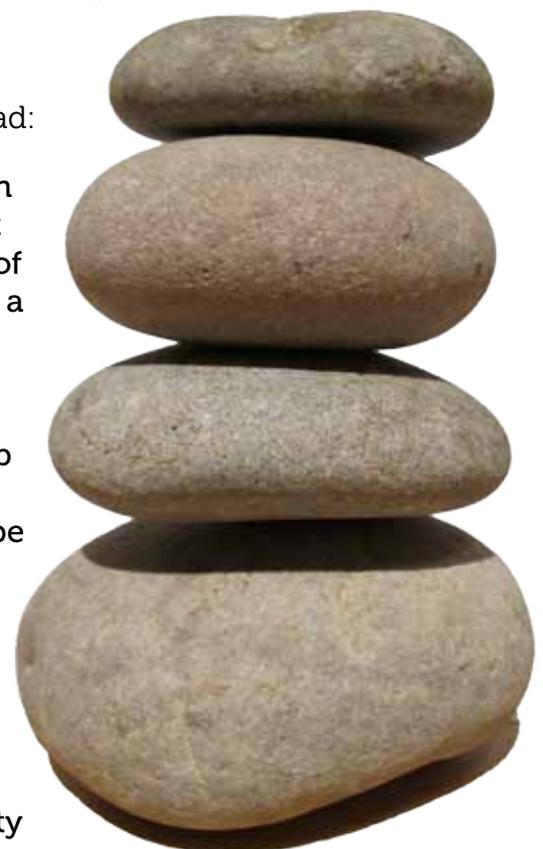
In 2006 the Kirk Session set out a vision statement for the congregation as it sought to find a new minister. This vision read:

**Ten years from now we hope to have increased our impact on the local community, to have increased regular attendance at worship, and to have increased the activity and involvement of members in the life and work of the church. We hope to have a greater proportion of young people involved in the church.**

**In the future, we see a busy, vibrant and caring church: recognised as somewhere to come and celebrate and worship God. It will be a place where one is assured of a warm welcome and comforting fellowship, where one's needs can be addressed with compassion, and where one can feel the love of God in action - shining out into the community.**

With the development of a strategic plan for the congregation the Kirk Session, in order to help achieve that vision, defined why Greyfriars Church exists:

**Greyfriars Parish Church, Lanark seeks to serve the community**

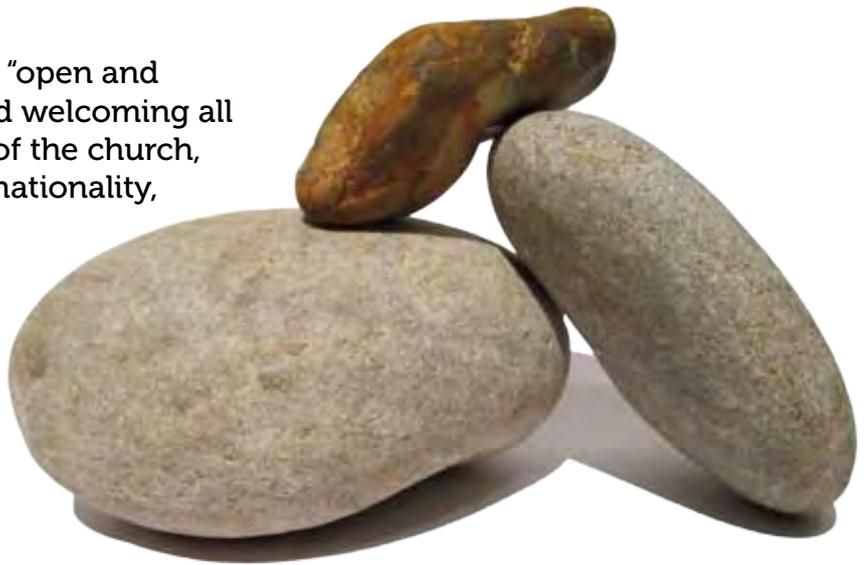


and provide friendship, care and unconditional acceptance for all people.

We belong together in a diverse family united in the love of God who share in worship and the service of God while examining, nurturing and sharing our faith to become better disciples of Christ.

We therefore declare ourselves to be an “open and affirming” congregation made up of and welcoming all people into full participation in the life of the church, regardless of race, colour, gender, age, nationality, economic circumstance, marital status, sexual orientation, physical or mental ability or emotional condition.

Every activity that the congregation undertakes is measured against our purpose in order that our vision can be realised and that as a congregation we move forward and feel God’s love in action, shining out into our community.



## Achievements and Performance

Throughout the year the congregation has engaged in a number of specific activities to both develop the life of Greyfriars and enhance the ministry in which it is engaged within the wider community.

Within the bible, the image of a rock, or a stone, appears time and time again. For many, the rock symbolises a sign of the constancy of God, or the constancy of faith, for example Jesus tells Peter that he was the rock on whom the church would be built. For others, the image of a rock in the bible brings some surprising results for example, Moses struck a rock with his staff and provided drinking water for his people, the tomb in which Jesus was buried was sealed with a very large rock and yet, the story tells us that the rock was rolled away.

In church life there can be a sense of permanence and constancy for many. A church is somewhere they feel able to express their faith, able to experience the love of God, able to be nurtured to serve the community at large.

And yet, for others, the church can be a place of surprise and intrigue. A church can be somewhere in which the unexpected is experienced and realised. The story of the Christian faith is filled with the unexpected, not least in the story and example of Jesus Christ, born in humble beginnings and dying as a revolutionary in the eyes of the Roman government.

Greyfriars Church seeks to be a place of constancy and permanence, and at the same time, of surprise and intrigue for the members and the wider community. Members of Greyfriars Church seek to live their faith on a solid grounding whilst praying for the miraculous to occur.

Jesus tells his followers to ensure that they build their faith on solid ground, with strong foundations.

The Minister and Kirk Session of Greyfriars Parish Church seek to inspire the members of the congregation to live out their faith in a living, caring and relevant way, building it on the solid rocks that have underpinned the church for generations.



## Living our Faith through caring



Jesus told his disciples that the way in which other people would recognise them as his followers is through their love for one another. A key component in the life of any church is the way in which it cares for those who call themselves members of the church family, and those, within the parish who seek the care of the church.

Greyfriars Parish Church seeks to provide that care in different ways. A large group of volunteers, comprising of members of the Kirk Session and other gifted people, pay regular visits to members of the church family, offering care and support at times of trial and sorrow, joy and laughter.

In the course of 2013 the minister undertook 50 funerals for members of the church family, or those who lived within the parish. This is compared to a total of 21 the previous year.

Within Lanark there are a number of care homes and sheltered housing complexes. The minister and many church members pay regular visits to those who have moved from their own home into supported accommodation. With the other churches in the town, members of Greyfriars on a rota basis, provide a regular monthly service of worship to those in care homes and the local hospital.

During the course of the year Greyfriars Church acted as a satellite location for the Clydesdale Food Bank, providing food and personal care packs to those who required assistance. Members and friends of Greyfriars hold regular collections for food to assist this valuable community work. Many who have received the support of the food bank have commented on how appreciative they are of the care the churches provide for them when, it seems to them, as if other agencies have deserted them.

At Christmas time, Greyfriars church family provided Christmas presents to be distributed to children of prisoners throughout Scotland. Working with the charity, Families Outside, Greyfriars provided enough presents for every child with a parent in the prison system to receive a gift at Christmas.

The minister and Kirk Session count it a privilege to be in a position to offer care to people when they need it most and continue to encourage all members of Greyfriars church family to live out their faith by caring for others.

## Living our Faith through worship

It is because of devotion to God, and thankfulness for all that we have in life that worship is at the centre of everything within Greyfriars Church. Meeting together each Sunday at 11am and once a month at 9:30am and 6:30pm for worship allows members of the church family and beyond to gather together and express their faith, their gratitude, their praise to God. In a worship environment members of Greyfriars Church family learn from one another and seek fellowship and support from friends.

Greyfriars Church seeks to be inclusive of all people in its worship. Recognising external pressures such as work and family commitments, each Sunday morning service is webcast live and a recording placed on the church website to allow people the opportunity to worship whenever and wherever they are able. The Kirk Session is aware that people from Lanark, elsewhere in Scotland and across the world regularly join Greyfriars for worship in this way.

Our Minister, Bryan, continues to be a part of a small writing team of new material for worship and children's activities called 'Spill the Beans' ([www.spillbeans.org.uk](http://www.spillbeans.org.uk))

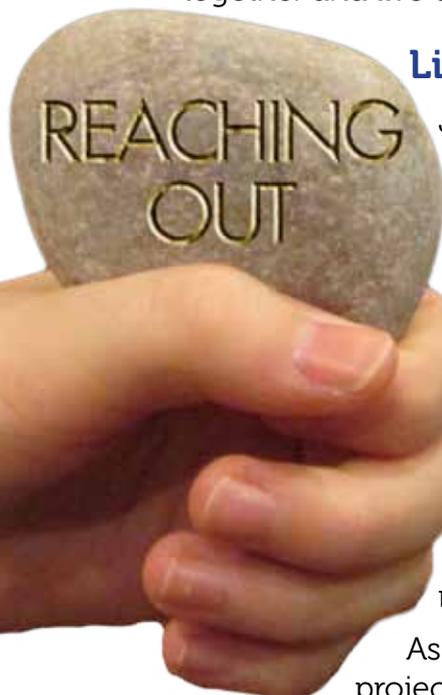


This material provides ideas for all aspects of creative worship, as well as activities for children and young people from 3 to 18 and is now used by over 200 churches throughout Scotland and beyond.

The Kirk Session continues to develop opportunities for worship and in 2013 developed traditional forms of worship, reflective and meditative worship, Messy Church suitable for families, an outdoor barbeque service with friends from Christ Church, Lanark and even celebrated the start of summer with an ice cream sundae Sunday.

Towards the end of the year, the Minister, Kirk Session and church family were saddened to hear of the resignations of Greyfriars' Directors of Music, Shena and Philip Fox. Shena and Philip contributed a great deal to the worship of the congregation over a 9 year period.

The Minister and Kirk Session seek to encourage all members of Greyfriars church family to join together and live out their faith through worship.



## Living our Faith through reaching out

Jesus told his disciples to go into all the world and reach out to people with the love of God. A large focus of the work in which Greyfriars Church is engaged is reaching out to the community. For many years, Greyfriars Church has had the reputation of being a church that is involved across and throughout the Royal Burgh of Lanark.

The annual Holiday Club continues to go from strength to strength. In April, over 120 children were a part of 'Stan Star's Studio Tour', a week long activity programme devised and written by a group of members from Greyfriars Church. The week focussed on key moral and faith based themes and stories and encouraged the children to think about their relationships with other people, and with God.

As part of the ongoing development of Greyfriars Church a new project called Clearspace was launched. Clearspace, the old Cumbric word for Lanark, is a project which originated in Greyfriars Church to provide opportunities for people within the community to gather together.

The first part of the Clearspace project to be launched was a community cinema, operating out of Greyfriars premises. Between April and December over 1,400 people have been to watch a movie, for free. The aim of Clearspace is to build a sense of community within the residents of Lanark.

Clearspace has already attracted over £13,000 of grants from the Church of Scotland Go for it fund, the Rank Foundation and Border Biscuits Community Support Fund.

The Minister and Kirk Session seek to encourage every member of Greyfriars church family to live out their faith by reaching out to others within the community in real and practical ways to show the love of God in action.

## Living our Faith through serving

Jesus said to his disciples that one of the cornerstones of their life together is serving one another. Jesus himself conducted his ministry in a spirit of servanthood, ensuring that he met the needs of those around him.



Service is one of the rocks on which Greyfriars is built. There has always been a strong emphasis on striving to meet the needs of the community and serving in whatever way is necessary.

As part of the local school's Religious Observance programme, our minister, Bryan, is chaplain to Robert Owen Memorial Primary School, New Lanark Primary School, Stanmore House School and Lanark Grammar School. The Kirk Session counts it a privilege for their minister to be involved in this work.

In December a large group of volunteers from both Greyfriars Church and Christ Church, along with senior pupils and staff from Lanark Grammar School, ran a Christmas activity day for almost 400 pupils of Robert Owen and New Lanark Primary Schools. The day was a wonderful experience for all involved and enabled the churches to share the Christmas story with the children.

Bryan is also the Lanark Churches representative on the Royal Burgh of Lanark Community Council, as well as holding the position of Depute Presbytery Clerk within the Presbytery of Lanark.

With the re-opening of Lanark's Memorial Hall, 2013 saw the end of the theatre project within Greyfriars. For almost five years Greyfriars provided a temporary home for groups keen to put on an amateur production. Whilst the project has benefited Greyfriars financially, it has ensured that a generation of children and young people see Greyfriars as 'their' church.

The Minister and Kirk Session encourage every member of Greyfriars Church family to identify ways in which they can live out their faith by serving their neighbours.

## Living our Faith through welcoming



WELCOMING

Throughout Jesus ministry on earth he encountered many people from different backgrounds. From prostitutes to lawyers, children to royalty, outcasts to friends, Jesus provided a welcome and acceptance for all and encouraged his disciples to do likewise.

Greyfriars has always tried to live out that command of Jesus and seeks to provide an unconditional acceptance and welcome for all. In Greyfriars all of the services of worship, our events, our groups are open to everyone.

Through different social events Greyfriars strives to offer a Christ like welcome to people, regardless of their membership status. In December Greyfriars worked with the Clydesdale Inn to bring Santa to Lanark in order that families could have breakfast with Santa. On Christmas Eve members of Greyfriars went into the Clydesdale Inn to sing and lead carol singing and a pub quiz.

Greyfriars Church does not seek to be welcoming on its own. It is heavily involved with the other churches in the town (Church of Scotland, Roman Catholic Church, Congregational Church and Episcopalian Church) with its minister, Bryan, meeting every month with the other clergy.

In September, Greyfriars was instrumental in offering the community a chance to 'Come to Church' in an ecumenical initiative to invite people to come to church, any church, and experience the welcome. People visited the churches for worship and for tours which culminated in a joint Songs of Praise service in St. Mary's Church.

The Minister and Kirk Session encourage every member of Greyfriars church family to show a Christ like welcome and acceptance to all.

## Living our Faith through developing

During his ministry, Jesus continually encouraged the disciples to develop both their understanding of God and their faith. Greyfriars Church has sought to do likewise since its creation twenty years ago.

Throughout that period there have been major alterations to the church with a large raised chancel area replacing a small, cramped area. At the time of redevelopment many were unsure of the value of such work, however now, over fifteen years later it would be difficult to find anyone who felt that the development had not been worthwhile.

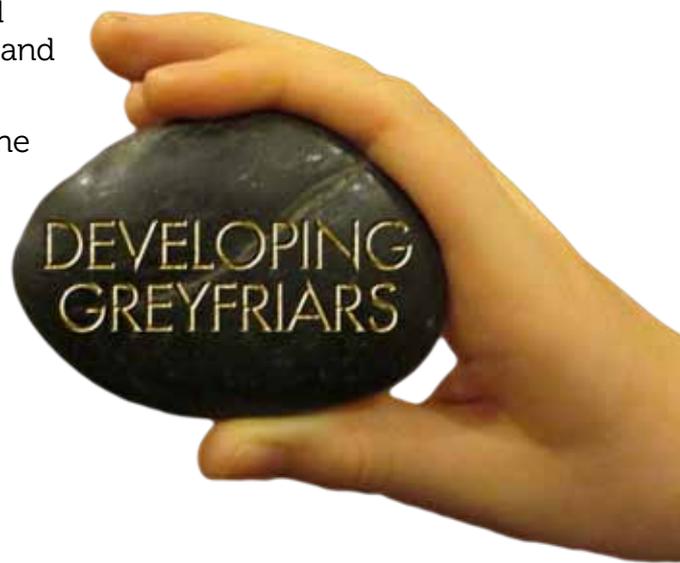
There has been much development in the life of Greyfriars. The style of worship, the use of technology, the place of children and the emphasis on inclusion are but some of the developments. Greyfriars is still very much a work in progress. The church family is still learning, still exploring, still discerning the will of God for Greyfriars.

Development in churches may not always be immediately accepted and appreciated by everyone, however, the Kirk Session ensures that in all the developments that have taken place in Greyfriars, the spirit of God has been sought.

It is because of the solid foundations which have been built upon for generations that the church family in Greyfriars can continue to grow and develop.

There is no doubt in the mind of the Kirk Session that there will be challenging times ahead as Greyfriars looks to the future. There will be challenges in financial matters as Greyfriars seeks to reach out to the community in more new and innovative ways, provide care and support in real and practical ways, offer worship in innovative and meaningful ways, seek to serve whatever way is needed, and provide a true and unconditional welcome to all.

It is through the rock of faith, the example of Jesus, and the commitment of the church family that Greyfriars will continue to develop and grow into the future.



# Financial Review

In 2013 we earned a small surplus of income over expenditure which amounted to £2,697 (2012: Deficit £6,231). This result was however boosted by substantial grant income in connection with the Clearspace Project.

Reserves at 31st December 2013 amounted to £52,708 (2012: £50,011). Excluding the Endowment Fund of £13,217 (from which only income is available to spend) the Reserves at year end were £39,491.

## Income

Our voluntary income increased from £85,147 last year to £103,727 but this included £15,890 of grant monies which were mainly for the cinema project Clearspace. It also included an exceptional donation.

Normal regular givings declined by around 4%.

There was also a decline in income from the use of our premises as the Memorial Hall reopened during the year and income from our printing services also reduced slightly.

## Expenditure

Although total expenditure increased from £119,820 in 2012 to £122,328 this was due to the spending by organisations mainly Clearspace who received grants specifically for the cinema project referred to above.

Savings of around 3% were made on our normal expenditure items.

## The Challenge Ahead

The members of the Kirk Session as Trustees are very aware that we urgently need to eliminate the financial deficits of recent years. We are continuing to reduce costs where appropriate and have recently formed a Fundraising Committee which has been actively planning events for the year ahead and we would ask you all to give them your full support.

We will also be appealing to every member to review their level of givings this year and where possible to make an increase. This review should include some thought on where the church stands in members priorities.

We would also ask everyone who pays tax to use the Gift Aid scheme as this enables the church to recover a further 25% of tax at no extra cost to the donor.

The Session is acutely aware of the continuing difficult economic situation facing many people but it is committed to ensuring that Greyfriars continues to provide a vital service both within the church and also in the wider community.

We are confident that with the wholehearted support of all our members we will be able to continue to pursue our vision of furthering God's work.

## Reserves Policy

It is the Trustees policy to hold reserves including designated funds of approximately six months expenditure. At the year end the Church held unrestricted funds of £39,491 (2012: £37,425) of which £7,683 (2012: £5,663) were for congregational organisations.

Of the remaining balance of £31,808, £10,724 is tied to fixed assets leaving £21,084, representing about two months of normal expenditure.

The Church also held £13,217 in Endowment Funds (2012 £12,081) for the purposes specified in note 13.

# Statement of Trustees Responsibilities

The charity's trustees are responsible for preparing the Trustees Annual Report and the 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 trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material 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 operation.

The trustees are responsible for keeping proper accounting records that 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. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities .

Approved by the Trustees and signed on their behalf,



Graham Chapman, Session Clerk  
12<sup>th</sup> May 2014

# Greyfriars Parish Church, Lanark (Church of Scotland)

SC016504

## Report of the Independent Examiner

I report on the accounts of the charity for the year ended 31 December 2013 as set out in pages 13-23.

### 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's 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 state, on the basis of my examination as required under section 44(1) (c) of the Act, whether particular matters have come to my attention.

### Basis of independent examiners 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 seeking explanations from you as 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 whether the accounts present a 'true and fair view'.

### Independent examiners statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:
  - proper accounting records are kept in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
  - accounts are prepared which agree with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Alan M Kerr

Member of the Institute of Chartered Accountants of Scotland  
Independent Examiner  
I. A. Stewart & Co.

The Mechanics Workshop  
New Lanark  
ML11 9DB

21<sup>st</sup> May 2014

# Statement of Financial Activities

## Year ended 31 December 2013

	Note	Unrestricted Funds 2013 £	Restricted Funds 2013 £	Endowment Funds 2013 £	Total 2013 £	Total 2012 £
<b><u>Incoming Resources</u></b>						
<b>Incoming resources from generated funds</b>						
Voluntary income	1	95,227	8,500	-	<b>103,727</b>	85,417
Activities for generating funds	2	11,768	-	-	<b>11,768</b>	15,706
Investment income	3	704	-	-	<b>704</b>	812
<b>Incoming resources from charitable activities</b>	4	<b>7,591</b>	-	-	<b>7,591</b>	11,501
<b>Other incoming resources</b>						
Endowment Income		99	-	-	<b>99</b>	-
<b><u>Total Incoming Resources</u></b>		<b>115,389</b>	<b>8,500</b>	<b>-</b>	<b>123,889</b>	113,436
<b><u>Resources Expended</u></b>						
	5					
Costs of generating funds		130	-	-	<b>130</b>	148
Charitable activities		120,693	1,505	-	<b>122,198</b>	119,672
Governance costs		-	-	-	<b>-</b>	-
<b><u>Total Resources Expended</u></b>		<b>120,823</b>	<b>1,505</b>	<b>-</b>	<b>122,328</b>	119,820
<b>Net incoming/(outgoing) resources before transfers</b>		<b>(5,434)</b>	<b>6,995</b>	<b>-</b>	<b>1,561</b>	(6,384)
<b>Transfers between funds</b>		<b>7,500</b>	<b>(7,500)</b>	<b>-</b>	<b>-</b>	-
<b>Net incoming/outgoing resources before other recognised gains and losses</b>		<b>2,066</b>	<b>(505)</b>	<b>-</b>	<b>1,561</b>	(6,384)
Gain/Loss on revaluation of investments		-	-	1,136	<b>1,136</b>	153
<b>Net movement in funds</b>		<b>2,066</b>	<b>(505)</b>	<b>1,136</b>	<b>2,697</b>	(6,231)
<b>Total funds brought forward</b>		<b>37,425</b>	<b>505</b>	<b>12,081</b>	<b>50,011</b>	56,242
<b><u>Total funds carried forward</u></b>		<b>39,491</b>	<b>0</b>	<b>13,217</b>	<b>52,708</b>	50,011

# Balance Sheet at 31 December 2013

	Note	2013		2012	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible Fixed assets	8		10,724		1,574
Investments	9		<u>13,217</u>		<u>12,081</u>
			23,941		13,655
<b>Current Assets</b>					
Debtors	10	7,558		5,155	
Bank and cash		<u>24,015</u>		<u>38,211</u>	
		31,573		43,366	
<b>Creditors</b>					
Falling due within one year	11	<u>2,806</u>		<u>7,010</u>	
<b>Net Current Assets</b>			<b>28,767</b>		<b>36,356</b>
<b>Net Assets</b>			<u><b>52,708</b></u>		<u><b>50,011</b></u>
<b>Unrestricted Funds</b>					
General funds	13	31,808		18,575	
Designated funds		<u>7,683</u>		<u>18,850</u>	
			39,491		37,425
<b>Restricted Funds</b>	13		-		505
<b>Endowment Funds</b>	13		13,217		12,081
<b>Total Funds</b>			<u><b>52,708</b></u>		<u><b>50,011</b></u>

The accounts were approved by the Kirk Session on 12<sup>th</sup> May 2014.

For and on behalf of the Kirk Session



Graham Chapman, Session Clerk

John Lumsden, Resources Convener

Anne Gibson, Treasurer

# Accounting Policies for the year ended 31 December 2013

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

The charity has adopted the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities (issued February 2005).

## Basis of preparation

The accounts have been prepared in accordance with applicable accounting standards and under the historical cost convention, modified to reflect the inclusion of investments at market value, and in accordance with the Charities and Trustee Investment (Scotland) Act 2005, The Charities Accounts (Scotland) Regulations 2006, the Regulations anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007 and the Statement of Recommended Practice: Accounting and Reporting by Charities (2005).

## Funds

Funds are classified as endowment, 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 utilise the fund.

## Incoming resources

All donations and gifts are included within incoming resources under either unrestricted or restricted funds according to the terms under which the donation is made and when the amount can be quantified with reasonable certainty. Donations and gifts in kind are brought into the accounts at their market value to the charity.

## Resources expended

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

# Accounting Policies for the year ended 31 December 2013

## Tangible fixed assets

The charity has the right to occupy and use for its charitable objects certain tangible fixed assets, including the Church, halls and manse, vested in the Church of Scotland General Trustees. No consideration is payable for the use of these assets. Expenditure incurred on the repair and maintenance of these assets is charged as resources expended in the statement of financial activities in the period in which the liability arises.

All tangible fixed assets costing in excess of £500 having an accepted useful life 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:

General Fixtures & Fittings	10 years
Computer Equipment	4 years
Lighting Equipment	4 years
Audio Visual Equipment	5 years

## 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

Greyfriars Parish Church, Lanark is recognised as a charity for the purposes of applicable taxation legislation and is therefore not subject to taxation on its charitable activities. The charity is not registered for VAT and resources expended therefore include irrecoverable input VAT.

# Notes forming part of the financial statements for the year ended 31 December 2013

	Unrestricted Funds 2013 £	Restricted Funds 2013 £	Endowment Funds 2013 £	Total 2013 £	2012 £
<b>1 Voluntary income</b>					
Offerings	74,422	-	-	74,422	70,671
Tax recovered on Gift Aid	13,415	-	-	13,415	12,846
Grants	7,390	8,500	-	15,890	1,900
	<u>95,227</u>	<u>8,500</u>	<u>-</u>	<u>103,727</u>	<u>85,417</u>
<b>2 Activities for Generating Funds</b>					
Use of premises and facilities	11,335	-	-	11,335	15,610
Life and Work	433	-	-	433	96
	<u>11,768</u>	<u>-</u>	<u>-</u>	<u>11,768</u>	<u>15,706</u>
<b>3 Investment income</b>					
Deposit interest	166	-	-	166	274
Dividends received	538	-	-	538	538
	<u>704</u>	<u>-</u>	<u>-</u>	<u>704</u>	<u>812</u>
<b>4 Incoming Resources from Charitable Activities</b>					
Weddings and funerals	3,565	-	-	3,565	1,745
Other Fundraising Activities	4,026	-	-	4,026	9,756
	<u>7,591</u>	<u>-</u>	<u>-</u>	<u>7,591</u>	<u>11,501</u>

# Notes forming part of the financial statements for the year ended 31 December 2013

	Unrestricted Funds 2013	Restricted Funds 2013	Endowment Funds 2013	Total 2013	2012
<b>5 Analysis of Resources Expended</b>					
<b>Costs of Generating Funds</b>					
Offering envelopes	130	-	-	130	148
	<u>130</u>	<u>-</u>	<u>-</u>	<u>130</u>	<u>148</u>
<b>Charitable Activities</b>					
Ministries and Mission Allocation	54,484	-	-	54,484	55,114
Presbytery dues	1,609	-	-	1,609	1,336
Minister's expenses	5,077	-	-	5,077	5,106
Locum costs and pulpit supply	-	-	-	-	175
Other salary costs	14,219	505	-	14,724	15,777
Fabric repairs and maintenance	5,008	-	-	5,008	3,913
Council tax	2,508	-	-	2,508	2,491
Other buildings costs	13,677	-	-	13,677	13,936
Church office expenses	6,907	-	-	6,907	7,688
Organ and music	840	-	-	840	1,056
Audio and Visual	1,490	-	-	1,490	1,411
Action Groups	1,949	-	-	1,949	1,905
Church organisations (Note 15)	6,910	1,000	-	7,910	6,767
Other expenses	1,032	-	-	1,032	1,140
Depreciation	2,617	-	-	2,617	1,857
Life & Work	384	-	-	384	-
Wedding & Funeral Costs	1,982	-	-	1,982	-
	<u>120,693</u>	<u>1,505</u>	<u>-</u>	<u>122,198</u>	<u>119,672</u>
<b>Governance Costs</b>					
Independent Examiner's fee	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>120,823</u>	<u>1,505</u>	<u>-</u>	<u>122,328</u>	<u>119,820</u>

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.

In 2012 costs associated with Weddings and Funerals and Life and Work were netted off against income but are shown gross this year. For Weddings and Funerals, the gross income for 2012 was £2,300 and costs were £555. For Life and Work, the gross income in 2012 was £410 and costs were £314.

# Notes forming part of the financial statements for the year ended 31 December 2013

	2013	2012
	£	£
<b>6 Staff costs and numbers</b>		
Salaries and wages	14,724	15,777
Social security costs	-	-
Total	<u>14,724</u>	<u>15,777</u>

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

	2013	2012
Music staff	2	2
Premises maintenance	2	2
Office Administrator	<u>1</u>	<u>1</u>
	<u>5</u>	<u>5</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 £25,253 and the maximum stipend (in the fifth and subsequent years) £31,035.

## 7 Trustee Remuneration and Related Party Transactions

The Minister Rev. Bryan Kerr received reimbursement of expenses during the year, as undernoted

	2013	2012
	£	£
Travelling Expenses	3,617	4,046
Telephone/Internet Accounts	1,460	1,060
Sundries	-	-
	<u>5,077</u>	<u>5,106</u>

In addition Council Tax of £2,508 (£2,491 - 2012) was paid for the manse in the year

No trustee or a person related to a trustee had any personal interest in any contract or transaction entered into by the charity during the year other than as follows:-

P Fox was paid a total of £2,146 (£2,550 - 2012) in the year, in his role as Organist as agreed by the trustees. Related party S Fox was paid a total of £2,146 (£2,550 - 2012) in the year, in her role as Organist as agreed by the trustees.

Included in income generated from use of premises and facilities in Note 2, p.17 is the sum of £6 (£5,780 - 2012) which was paid by a business owned by a party related to the Rev Bryan Kerr. This was for printing services provided on an arms length commercial basis.

# Notes forming part of the financial statements for the year ended 31 December 2013

## 8 Tangible Fixed Assets

	Equipment
<b>Cost</b>	
At 1 January 2013	33,344
Additions	11,767
At 31 December 2013	<u>45,111</u>
<b>Accumulated Depreciation</b>	
At 1 January 2013	31,770
Charge for year	2,617
At 31 December 2013	<u>34,387</u>
<b>Net Book Value</b>	
At 31 December 2013	<u>10,724</u>
At 31 December 2012	<u>1,574</u>

## 9 Investments

	2013	2012
	£	£
Market value at 31 December 2012	12,081	11,928
Unrealised (loss) / gain on investments	<u>1,136</u>	<u>153</u>
Market value at 31 December 2013 (see below)	<u>13,217</u>	<u>12,081</u>
Investments at cost	<u>11,477</u>	<u>11,477</u>

The following investments are held:

	Market Value 2013	Market Value 2012
	£	£
£3,252      3 1/2% War Loan	2,633	2,964
£435        4% Consolidated Stock	404	416
2465 units   Church of Scotland Growth Fund	<u>10,180</u>	<u>8,701</u>
	<u>13,217</u>	<u>12,081</u>

# Notes forming part of the financial statements for the year ended 31 December 2013

## 10 Debtors

	2013	2012
	£	£
Gift Aid Tax refund due	4,801	4,746
Sundry debtors	<u>2,757</u>	<u>409</u>
	<u><u>7,558</u></u>	<u><u>5,155</u></u>

## 11 Creditors

	2013	2012
	£	£
Accruals	1,520	2,100
Trade creditors	<u>1,286</u>	<u>4,910</u>
	<u><u>2,806</u></u>	<u><u>7,010</u></u>

## 12 Analysis of Net Assets Among Funds

	General	Designated	Restricted	Endowment	Total
	£	£	£	£	£
Fixed Assets	10,724	-	-	-	10,724
Investments	-	-	-	13,217	13,217
Current Assets	23,890	7,683	-	-	31,573
Current Liabilities	<u>(2,806)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(2,806)</u>
Net assets at 31 Dec 2013	<u><u>31,808</u></u>	<u><u>7,683</u></u>	<u><u>-</u></u>	<u><u>13,217</u></u>	<u><u>52,708</u></u>

# Notes forming part of the financial statements for the year ended 31 December 2013

## 13 Movements in Funds

	At 1 January 2013 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 Dec 2013 £
<b>Endowment funds</b>	<u>12,081</u>	<u>1,136</u>	<u>-</u>	<u>-</u>	<u>13,217</u>
<b>Restricted funds</b>					
Legacy not for fabric	505	-	505	-	-
Grants for Clearspace	<u>-</u>	<u>8,500</u>	<u>1,000</u>	<u>(7,500)</u>	<u>-</u>
	<u>505</u>	<u>8,500</u>	<u>1,505</u>	<u>(7,500)</u>	<u>-</u>
<b>Unrestricted funds</b>					
Bequest Fund	13,187	-	-	(13,187)	-
General Fund	18,575	102,192	112,913	23,954	<b>31,808</b>
Designated Clearspace Fund	-	5,976	2,774	(1,650)	<b>1,552</b>
Designated Guild Fund	875	1,166	1,111	-	<b>930</b>
Designated Holiday Club	656	1,605	1,426	-	<b>835</b>
Designated IT Fund	-	1,790	20	(727)	<b>1,043</b>
Designated Open Space	199	-	-	-	<b>199</b>
Designated Puppet Ministry	647	300	-	(890)	<b>57</b>
Designated School Chaplaincy	541	1,000	752	-	<b>789</b>
Designated Sunday School Fund	547	119	356	22	<b>332</b>
Designated Youth Choir	22	-	-	(22)	-
Designated Wrigglers Fund	<u>2,176</u>	<u>1,241</u>	<u>1,471</u>	<u>-</u>	<u>1,946</u>
	<u>37,425</u>	<u>115,389</u>	<u>120,823</u>	<u>7,500</u>	<u>39,491</u>
<b>Total funds</b>	<u>50,011</u>	<u>125,025</u>	<u>122,328</u>	<u>-</u>	<u>52,708</u>

### Purposes of Endowment Funds

Income from the Funds may be used for any purpose agreed by the Trustees

### Purposes of Restricted Funds

The Funds may be used for such purposes, excluding the fabric, as the Session shall determine. Restricted grant monies received have been used for the purposes granted with no further restrictions, therefore, the funds have been transferred to General Fund.

### Purposes of Designated Funds

**Bequest Fund:** The Trustees have set aside funds received from legacies, the use of which is unrestricted. The final balance was transferred to the General Fund to reflect this.

**Guild Fund:** The Trustees have set aside funds for the running of the Guild.

**IT Fund:** The Trustees have set aside funds for the purchase of IT equipment for the minister.

**Wrigglers, Clearspace, Sunday School, Youth Choir, Puppet Ministry, Holiday Club, Open Space & School**

**Chaplaincy Funds:** The Trustees have set aside funds for the running of the individual groups.

Funds used to purchase fixed assets have been transferred to the General Fund as they are available for general church use.

# Notes forming part of the financial statements for the year ended 31 December 2013

## 14 Collections for Third Parties

	2013	2012
	£	£
Nepal Leprosy Trust	-	1,472
Scottish Huntingtons Association	160	-
	<u>160</u>	<u>1,472</u>

## 15 Congregational Organisations

Income included in Note 1 is as follows

Income	Voluntary Income	Grant Income	Total
Clearspace	1,976	12,500	14,476
IT Fund	-	1,790	1,790
Guild	1,166	-	1,166
Holiday Club	1,005	600	1,605
Puppet Ministry	300	-	300
School Chaplaincy	-	1,000	1,000
Sunday School	119	-	119
Wrigglers	1,241	-	1,241
	<u>5,807</u>	<u>15,890</u>	<u>21,697</u>

Expenditure shown in Note 5 is as follows

Expenditure	Gifts &			Total
	Donations	Restricted	Sundries	
Clearspace	-	1,000	1,774	2,774
IT Fund	-	-	20	20
Guild	900	-	211	1,111
Holiday Club	-	-	1,426	1,426
Puppet Ministry	-	-	-	-
School Chaplaincy	-	-	752	752
Sunday School	356	-	-	356
Wrigglers	800	-	671	1,471
	<u>2,056</u>	<u>1,000</u>	<u>4,854</u>	<u>7,910</u>

**GREYFRIARS PARISH CHURCH, LANARK**

**A FAMILY WITH  
A LIVING FAITH,  
BUILT ON STRONG  
FOUNDATIONS**



**Greyfriars Parish Church • Bloomgate • Lanark • ML11 9ET • Tel: 01555 661510  
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For more information, visit our website at [www.lanarkgreyfriars.com](http://www.lanarkgreyfriars.com)