

The Church of Scotland
TROON OLD PARISH CHURCH

Trustees Report and Financial Statements
For the year ended 31st December 2012

**The Stated Annual General Meeting of the Congregation will be held on
Sunday 24th March 2013 at 11:45 in the Church Hall**

ALL MEMBERS OF THE CONGREGATION ARE ENCOURAGED TO ATTEND

Congregational Number 100598

Charity Number SC007246

Troon Old Parish Church

The Trustees present the annual report and accounts for the Troon Old Parish Church for the year ended 31st December 2012.

Reference and Administrative Information

Charity Name:	Troon Old Parish Church
Charity Registration Number	SC007246
Congregation Reference Number	100598
Contact Address	The Church Office, Ayr Street, Troon KA10 6EB

TRUSTEES

The trustees who served at any time during the year and up to the date of signing of the accounts are as follows:

KIRK SESSION

Revd A H Symington (Minister until 29th April, 2012)
Revd E V Simpson (Interim Moderator)

Mr Bill Allan	Mr Andy Fell	Miss Elizabeth Magee
Mrs Joy Allan	Miss Aileen Fraser	Mr Ben Maxwell
Mrs Morar Blair	Mrs Aileen Galloway	Mr Alex Miller
Mrs Elizabeth Bone	Mrs Moira Gemmell	Mrs Jean Morman
Mr David Bone	Mr Bob Gemmell	Mrs Julie Neal
Mrs Margaret Bonnes	Mr Angus Godden	Mrs Jean Parker
Mr Tom Bonnes	Mr Andy Hamilton	Mr Jack Philip
Mrs Mhari Boyd	Mrs Marion Hamilton	Mrs Sandra Pirie
Mr Bob Brown	Miss Dorothy Hinderwell	Mr David Reid
Mrs Eleanor Butchart	Mrs Anne Holmes	Mr Tom Robb
Mr Hugh Calderwood	Mr Colin Irvine	Mr Harry Russell
Mr John Caldwell	Mr Brian Johnston	Mr Robin Samson
Mrs Ann Caldwell	Mrs Jean Lawson	Mrs Anne Shelley
Dr Martin Cheyne	Mrs Elizabeth McAughtrie	Mrs Moira Simpson
Miss Carol Clark	Mr Billy McCall	Mrs Isobel Smith
Mr David Clark	Mr Iain McColl	Mr Graham Sweet
Mr Alec Cowan	Mr Douglas McCreath	Mrs Sheila Sweet
Mr Alistair Crabb	Mrs Anne McCulloch	Mrs Eileen Symington
Mrs Sheila Currie	Dr Laura MacDonald	Mrs Sheila Thomson
Mr Brian Duncan	Mr Robin McEwan	Dr Tommy Whitelaw
Mrs Joan Duncan	Mrs Lesley MacInnes	Mrs Judith Wilson
Mr Adrian Eddolls	Mrs Nan McKinnell	Mr Murray Wilson
Mr Jim Edgar	Mr Bill McMichael	

PRINCIPAL OFFICE BEARERS

Minister:	Vacant
Session Clerk:	Andrew L Fell
Church Treasurer:	Moira Gemmell

INDEPENDENT EXAMINER

Mr David Gordon C.A, 30 Fullarton Drive, Troon KA10 6LE

BANKERS:

Royal Bank of Scotland PLC, Ayr Street, Troon KA10 6EE

Structure Government and Management - Governing Document:

The Church and Parish Quoad Sacra of Troon Old was administered in accordance with the Deed of Constitution dated 20th September, 1933 until 6th September, 2010.

As of the 6th September, 2010 the Church and Parish Quoad Omnia of Troon Old was administered in accordance with the Deed of Constitution as agreed by the General Assembly of the Church of Scotland. This being a unitary constitution.

Recruitment and Appointment of Trustees:

Members of the Kirk Session are the charity trustees. The Kirk Session members are 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 chaired by the Minister and meets four times in the year. Certain responsibilities were delegated to the Finance committee and the Fabric committee as appropriate. The Kirk Session which meets four times a year is now responsible for spiritual affairs within the church as well as those previously captured by the Congregational board.

Objective 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.

Activities include Service of Worship, Youth Fellowship, Sunday School, including Creche and mother & toddler group. Communion services are held three times per year plus two family communions.

Achievements and Performance:

During the year we had 6 new admissions by certificate and 10 by resolution of the Kirk Session. There were 5 transfers out by certificate of transfer and 28 of our members died in 2012. Our membership at 31st December 2012 was 966.

Weddings this year were 15 in total, christenings 10 and funerals 55.

The Sunday Schools, Toddler Group, Creche and Youth Fellowship continue to thrive and meet regularly. The attendance for the senior Sunday school and Youth Fellowship in particular are very healthy and show positive signs for the future.

Many fundraising events were held throughout the year particularly the Saturday Café, car boot sales, Sunday coffee, Burns Supper and St Andrews Ceilidh.

Financial Review

We are pleased to be able to report that in the unrestricted fund we made a surplus in the year of £1,912. Offerings and tax recovered on Gift Aid increased from £115,875 in 2011 to £121,153 this year and this is particularly pleasing given that we were "vacant" for most of the year. The income we received from the use of the halls also increased from £14,471 to £17,870. We are once again grateful to the Fundraising Group for their efforts in bringing in £13,317 of income through their various activities. On the expenditure side of the unrestricted fund, this has increased slightly from £147,606 to £153,017, which is mainly

due to the increase in our Ministries and Mission allocation and Presbytery dues. This is our contribution to central costs which pays for our Minister and also the other wider work of the Church of Scotland. Our fabric maintenance costs which come out of the unrestricted fund also increased from £5,960 to £8,944, being part of the overall improvement to our church buildings including the manse which was carried out in 2012.

Our restricted funds comprise of the Fabric Fund, Youth Ministry Fund and the Graves Fund. At the beginning of 2012 they totalled £17,300 and at 31 December 2012 they had decreased to a deficit of £17,554, which is an overall downward movement of £34,854. This movement is in the Fabric Fund and although our Fabric envelopes resulted in income of £6,186, we spent £48,917 on work carried out on both the manse and the church buildings. This work was required in order to bring the church buildings including the manse into good order as we call a new minister to Troon Old. We also received £4,990 from an insurance claim for a roof repair which should be netted off this expenditure. It is our intention to make a specific appeal to the congregation in 2013 in order to eliminate the deficit in the Fabric Fund of £26,550 and we are confident that the congregation will respond to this in a positive way.

At 31 December 2012, our total Funds were £54,317 which is a decrease from 2011 of £33,000 being entirely due to the money spent on Fabric. These Funds are represented by almost £12,000 of investments, approximately £35,000 in the bank and almost £5,000 owed to us under tax recovered on Gift Aid (which was received after 31 December).

Reserves Policy

The trustees policy is to work towards a position where the costs of fabric expenditure can be provided for through giving to restricted funds set up for the purpose to relieve the mainstream giving of the need to provide for this item. The Trustees are of the belief that the church does not have a finite life and will go on from generation to generation. Consequently the reserve policy is to create a large reserve from any surplus on General Account or if any windfall receipts are received then these or part of these can be used to augment the last reserve

Statement of Trustees: Responsibilities

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

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed 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 Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf

Andrew L Fell
Session Clerk

Independent Examiner's Report to the Trustees of Troon Old Parish Church

I report on the accounts of the charity for the year ended 31st December 2012, which are set out on pages 7 – 14.

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 requirements of Regulation 10(1)(a) to (c) of the Accounts Regulation 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 these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanation from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention.

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

Mr David Gordon C.A
30 Fullarton Drive,
Troon KA10 6LE

/2013

Troon Old Parish Church

Statement of Financial Activities for the year ended 31st December 2012

		Unrestricted	Restricted	Endowment	Total	Total
	Note	Funds	Funds	Funds	2012	2011
		£	£	£	£	£
Incoming Resources						
Voluntary Income	1	123366	12508	135	136009	136456
Activities for generating funds	2	17870	-	-	17870	14471
Investment Income	3	475	-	-	475	476
Incoming Resources from Charitable Activities	4	13317	1909	-	15226	15928
Total Incoming Resources		155028	14417	135	169580	167331
Resources Expended						
Costs of generating funds	5	570	-	-	570	475
Charitable Activities	5	153017	49271	-	202288	166630
		153587	49271	-	202858	167105
Net incoming (outgoing) resources before transfers		1441	(34854)	135	(33278)	226
Transfers between funds		135	-	(135)	-	0
Net incoming (outgoing) resources before other recognised gains and losses		1576	(34854)	-	(33278)	226
Gain/Loss on revaluation of investments		336	-	(58)	278	186
Net movement of funds		1912	(34854)	(58)	(33000)	412
Total funds brought forward		66545	17300	3472	87317	86905
Total funds carried forward		68457	(17554)	3414	54317	87317

TROON OLD PARISH CHURCH
Balance Sheet as at 31st December 2012

	Note	<u>2012</u>		<u>2011</u>	
		£	£	£	£
Fixed Assets					
Investments	8		11737		11459
Current Assets					
Debtors and Prepayments	9	10265		11177	
Bank and Cash		<u>34925</u>		<u>67061</u>	
		45190		78238	
Creditors					
Falling due within one year	10	<u>2610</u>		<u>2380</u>	
			42580		75858
Net Assets			<u>54317</u>		<u>87317</u>
Unrestricted Funds	11		68457		66545
Restricted Funds	11		(17554)		17300
Endowment Funds	11		3414		3472
			<u>54317</u>		<u>87317</u>

The accounts were approved by the Kirk Session on Monday 25th February, 2013

For and on behalf of the Kirk Session.

_____ Andrew L Fell, Session Clerk

_____ Moira M Gemmell, Treasurer

Accounting Principles

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

Funds

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

Restricted funds are funds subject to specific requirements as to their use which may be declared by the donor or with their authority or created through legal processes, but still within the wider objects of the charity.

Endowment funds are funds which have been given on the condition that the original capital sum is not reduced, but the income there from is used for the purpose defined in accordance with the objects of the charity.

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity. If parts of the unrestricted funds are earmarked at the discretion of the trustees for a particular purpose, they are designated as a separate fund. This designation has an administrative purpose only and does not legally restrict the trustees discretion to apply the fund.

Incoming Resources

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

Resources Expended

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

Tangible fixed assets

The charity has the right to occupy and to 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 £2,000 having a value to the charity greater than one year, other than those acquired for specific purposes, are capitalised. Depreciation is provided on a reducing balance basis to write off the cost of the initial value, less residual value, of tangible fixed assets over their estimated useful lives:

Fixed fittings and office equipment – 5 years

Motor vehicles – 4 years

Investments

Fixed assets 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 the 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

Troon Old Parish church is recognised as a charity for the purposes of applicable taxation legislation and is therefore not subject to taxation on its charitable activities. The charity is not registered for VAT and resource expended therefore include irrecoverable input VAT.

Notes forming part of the financial activities for the year ended 31st December 2012

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2012 £	Total 2011 £
1 Voluntary Income					
Offerings	100,560	6186	-	106,746	103647
Tax recovered on Gift Aid	20,593	1332	-	21,925	21207
Legacies/Insurance/Grant	1000	4990	-	5990	9288
Endowment Income	12	-	135	147	147
Donations	1201	-	-	1201	2167
					-
	<u>123,366</u>	<u>12,508</u>	<u>135</u>	<u>136009</u>	<u>136456</u>
2 Activities for generating funds					
Use of Premises	17870	-	-	17870	14471
3 Investment income					
Deposit Interest	63	-	-	63	58
Dividends Received	375	-	-	375	375
Bank Interest	37	-	-	37	43
	<u>475</u>	<u>-</u>	<u>-</u>	<u>475</u>	<u>476</u>
4 Incoming Resources from Charitable Activities					
Coffee Mornings	7545		-	7545	7963
Weddings	810		-	810	545
Boot Sales	1594		-	1594	2139
Line Dancing	834	1409	-	2243	870
Woman's Guild	-	500	-	500	750
Christmas Card Delivery	748		-	748	651
Concert & Ceilidh	1225		-	1225	1255
Other	561			561	1755
	<u>13317</u>	<u>1909</u>	<u>-</u>	<u>15226</u>	<u>15928</u>

Notes forming part of the financial activities for the year ended 31st December 2012

	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
5 Analysis of Resources Expended				
Costs of generating funds				
Offering Envelopes	570		570	475
Charitable Activities				
Ministries and Mission Allocation	79936		79936	77571
Presbytery Dues	1641		1641	1150
	81577		81577	78721
Minister's Expenses	2373		2373	6549
Pulpit Supply	216		216	274
Locum Salary Costs	5020		5020	-
Other Salary Costs	22492		22492	22572
Fabric Repairs & Maintenance	8944	48917	57861	24150
Council Tax	204		204	2212
Other Building Costs	22678		22678	23329
Church Office Expenses	1034		1034	1147
Education	448		448	767
Organ & Music	294		294	67
Other Expenses	6861	354	7215	6842
Nominating Committee Costs	876		876	-
	<u>153017</u>	<u>49271</u>	<u>202288</u>	<u>166630</u>

The trustees consider there is only one charitable activity and accordingly support costs relate to this and as such do not require to be separately identified.

	2012 £	2011 £
6 Staff Costs & Numbers		
Salaries & Wages	22464	22517
Social Security Costs	28	55
	<u>22492</u>	<u>22572</u>

Troon Old Parish Church

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

	2012	2011
	Number	Number
Administration	0	0
Music Staff	2	2
Maintenance	4	4
	6	6

All Church of Scotland congregations contribute to the National Stipend Fund which bears the cost of all minister's stipends and employers contributions for national insurance, pension and housing and loan fund. Ministers stipends are paid in accordance with the national stipend scale which is related to years of service. For the year under review the minimum stipend was £24,427 and the maximum stipend (in the tenth and subsequent years) £31,045.

7 Trustees Remuneration and Related Party Transactions

Expenses reimbursed to the Minister were as follows

	2012	2011
	£	£
Mileage	2236	5281
Computer / IT	-	371
Telephone	137	897
	2373	6549
 Council Tax re Manse	 204	 2212

8 Investments

Market Value at 31 December 2011	11459	11273
Unrealised gain/(loss) on investments	278	186
	11737	11459
Market Value at 31 December 2012	11737	11459
Investments at Cost	2978	2978

The following investments are held

2270 Units Growth Fund - Church of Scotland Investors Trust
 £490 3½% War Stock - Douie Bequest
 £350 3½% War Stock - Not specified

£1700 3½% War Stock - Welsh Bequest
 £1658 3½% War Stock - McNair Bequest

Troon Old Parish Church

		2012	2011
9	Debtors	£	£
	Gift Aid Tax refund due	4755	5025
	Hire of Halls	2764	2763
	Other	2746	3389
		<u>10265</u>	<u>11177</u>

10	Creditors		
	Accruals	<u>2610</u>	<u>2380</u>

11 **Analysis of Net Assets among Funds**

	Unrestricted	Restricted	Endowment	Total
	£	£	£	£
Investments	8323		3414	11737
Current Assets	62744	(17554)		45190
Current Liabilities	(2610)			(2610)
Net Assets at 31 December 2012	<u>68457</u>	<u>(17554)</u>	<u>3414</u>	<u>54317</u>

12 **Movement in Funds**

	At 1 January 2012	Incoming Resources	Outgoing Resources	Transfers & gains(losses) on revaluation	At 31 December 2012
	£	£	£	£	£
Endowment Funds					
Douie Bequest	443	17		(25)	435
Welsh Bequest	1533	60		(85)	1508
McNair Bequest	1496	58		(83)	1471
	<u>3472</u>	<u>135</u>		<u>(193)</u>	<u>3414</u>
Restricted Funds					
Youth Ministry Fund	7080	270	354		6996
Fabric Fund	8220	14147	48917		(26,550)
Graves Fund	2000	-	-		2000
	<u>17300</u>	<u>14417</u>	<u>49271</u>		<u>(17,554)</u>
Unrestricted Fund					
General Fund	<u>66545</u>	<u>154391</u>	<u>152950</u>	<u>471</u>	<u>68457</u>
TOTAL FUNDS	<u>87,317</u>	<u>168,943</u>	<u>202,221</u>	<u>278</u>	<u>54,317</u>

Troon Old Parish Church

Purposes of Endowment Funds

Income from the bequests shown is to be used to provide flowers for display during services of worship.

Purposes of Restricted Funds

Youth Ministry Fund: This is a fund to provide primarily for the activities of the Youth Organisations within the church.

Fabric Fund: This fund has been set up as a direct appeal to the congregation and is used for major repairs and capital expenditure on the church property.

Graves Fund: This fund has been set up to provide maintenance of certain graves in Troon and Crosbie Cemeteries.

13 Collections for Third Parties

	2012	2011
	£	£
Scottish Fiddle Orchestra	-	2448
SSAFA	-	179
Scottish Bible Society	137	186
Build Africa	492	374
Jessica	-	400
Traidcraft	-	239
Combat Stress	1156	692
Christian Aid	-	239
Mary's Meals	-	654
Anthony Nolan Fund	-	389
Maybole Church Project	-	389
Garden Leave	-	389
Ayrshire Hospice	1361	-
Quarriers	315	-
Crossroads	104	-
Retiral Gift (Rev'd A H Symington)	3500	-
	7065	6578