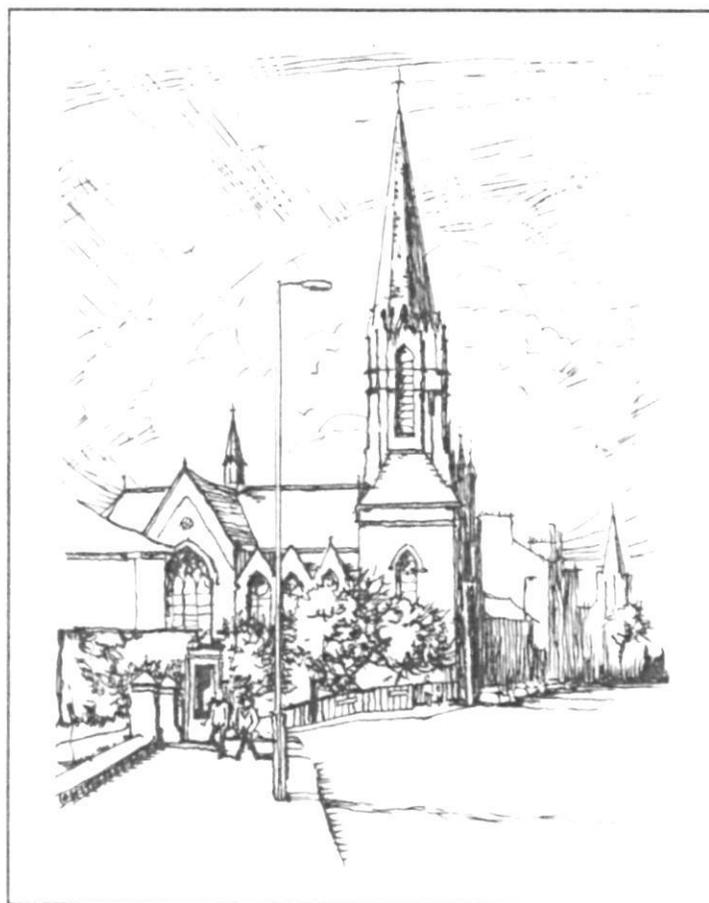


# Dundee: West Church of Scotland



## Report and Accounts

for the year ended

31 December 2023

Congregation No: 291753

Scottish Charity No: SC017136. 2023.1

## Dundee: West Church of Scotland

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## **Dundee: West Church of Scotland Trustees' Annual Report Year ended 31 December 2023**

The Trustees present their annual report and accounts for Dundee: West Church of Scotland, for the year ended 31 December 2023. The accounts have been prepared in accordance with the accounting policies set out on pages 12 - 13 of the accounts and comply with the General Assembly Regulations for Congregational Finance, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland effective 1 January 2019.

### **OBJECTIVES AND ACTIVITIES**

The Church of Scotland is Trinitarian in doctrine, Reformed in tradition and Presbyterian in polity. It exists to glorify God and to work for the advancement of Christ's kingdom throughout the world. As a national church it 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 cooperates with other churches in various ecumenical bodies in Scotland and beyond.

Our mission statement "*Involve, Discover and Inspire through Christ*" is relevant to and forms a basis for all that we do as a congregation. Through involvement with the wider community in the west end of Dundee our objective is to give reality to the ministry of the church as the body of Christ within our neighbourhood.

We align ourselves with the five Marks of Mission as adopted by the Church of Scotland. These are :

- To proclaim the Good News of the Kingdom
- To teach, baptise and nurture new believers
- To respond to human need by loving service
- To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation
- To strive to safeguard the integrity of creation, and sustain and renew the life of the earth.

No major fabric work was required within the church or halls during 2023. Substantial work was however carried out to maintain the decorative state of the building.

A rota of members organise the serving of tea, coffee and biscuits after the morning service. This provides members of the congregation and visitors the opportunity to enjoy a time of friendly conversation. The work of the congregation has been maintained by the continued hard work and commitment of many of our own members. In particular members of the Kirk Session, assisted by others have been extensively involved with working groups concerned with implementing policies of the new Presbytery of Stirling. Locally this will involve us a wider grouping of the six congregations in the west end of Dundee. Grapevine, our local congregational newsletter was printed and distributed via email and, when necessary, by personal distribution by elders.

### **Outreach**

In addition to our core activity on Sundays, our congregation seeks to serve and reach out to the wider life and work of the surrounding community. Our minister, in addition to his conduct of worship and extensive pastoral work, has initiated a number of ventures which have raised the profile of our congregation locally and more widely. These include a monthly evening service and an online bible study group, open to all. He has also made contacts with local schools and with the University of Dundee and worked with the local council to support different events and activities, including undertaking a great deal of the work associated with the Dundee Nativity play. He has been involved with ecumenical and multi-faith dialogues, in particular with the Al-Maktoum mosque in Dundee. In some of those activities he worked with an ordained missionary associated with our congregation who was our mission partner for most of 2023. This additional appointment which had run for 2 years came to an end shortly before the close of 2023 but plans are in place to appoint an outreach worker in 2024.

Our halls continue to be well used by our own organisations and by a wide variety of external community groups. The Roseangle Café, which is a key element in our contact with the wider community has been working throughout 2023. It has served as a venue for displays of art work by local primary and secondary schools, one of which depicted aspects of dementia.

More information on the activities and outreach of constituent organisations of Dundee West is given below.

**Dundee: West Church of Scotland  
Trustees' Annual Report (cont)  
Year ended 31 December 2023**

**ACHIEVEMENTS AND PERFORMANCE**

**Guild**

The second half of the 2022/23 session of the Guild ran from January and ended with the AGM on 21 March 2023. Members appreciated the friendship and fellowship they got from Guild meetings, and, at their request, additional informal friendship meetings were held in April and May. The latter was an afternoon tea in the form of a celebration for the Coronation of King Charles III when many others from within the Dundee West Church family and beyond joined in the event. Members continued to use their specially purposed bags for saving throughout the year, and although no other event was held for raising Guild funds, it was still possible to make donations to Dundee West Church, Guild National Projects, as well as Mary's Meals. In addition, a Hunger Lunch was organised for one Sunday after morning service to raise money for Christian Aid. Once again it was possible to continue the practice of decorating the sanctuary for a Harvest Service, when, led by members of the Guild, gifts of fruit, vegetables and flowers were gathered and delivered to residential homes in the area.

The 2023/24 Session resumed at the beginning of October with another varied selection of activities and speakers on very topical issues. Members of the Guild led the service on a Sunday morning for the national Guild week. The first half of this session ended with a festive lunch at the Invercarse Hotel which was very well received, and a wonderful opportunity for chat and laughter. With a few changes, we have been able to maintain membership at around 20, with an average attendance of 15. Car parking is an ongoing problem, but with organised car sharing it is possible to give lifts to all who want help.

For many years Dundee West Guild has had a close relationship with Logie & St John's Cross Guild and joint meetings have been held in alternate years. With the discussions and changes taking place within the Church of Scotland at present, both Guilds have worked to strengthen these links in light of the anticipated union in the near future. Logie & St John's Cross Guild members have joined Dundee West Guild for one of our meetings and plans are in place for our Guild to visit Logie & St John's Cross twice before the end of the 23/24 session. Further shared interests are to be discussed in the not too distant future.

As ever, the friendship and social aspects of meeting and working together are important, not only for Guild members but for their outreach to the congregation and other members of the community. These aspects are the very essence of the spirit of being members of the Church of Scotland Guild, and we are very proud to be playing our part in a smooth transition of the changes ahead of us.

**Girls Brigade**

The 10th Dundee Girls Brigade met during the first half of 2023. In the second half of the year, numbers attending made it unrealistic to continue offering the varied programme of activities which had hitherto been offered. The Company has for the time being, been placed in abeyance. Members have been put in touch with other companies.

**Brownies, Rainbows & Trefoil Guild**

We continue to increase numbers in the units. They all have new badges to work on which can be done at home or in the units and they can also do the same badges from Rainbows through to Guides.

The two Trefoil units still meet monthly on a Monday evening and a Wednesday afternoon. The Monday unit has increased their numbers and continue to meet in and outdoors. The Wednesday group continues to meet and although it is rather low in terms of numbers attending remains very enthusiastic.

**Badminton**

A few members from recent years have moved on in terms of work or study but we have a few new participants, although numbers attending are now about 6 to 8. The teams still participate in Division 1 of the DABA league, the Handicap Cup and the gents and ladies doubles leagues.

**Dundee: West Church of Scotland  
Trustees' Annual Report (cont)  
Year ended 31 December 2023**

**ACHIEVEMENTS AND PERFORMANCE (cont.)**

**Roseangle Kitchen Café**

The Roseangle Garden Café has continued throughout 2023 to make a valuable contribution to the profile of Dundee West. Our loyal hardworking staff continue to provide a wide and varied menu and also do outside catering for a wide variety of functions. They are ably supported by a number of volunteers, including several students, and some who come to us through Dundee Social Work Department. It is a very happy place to work and all our staff and volunteers appreciate the friendship and support they get while working in the café. This can be a useful experience for students in conjunction with their studies and can provide others with valuable experience in the skills required for future employment elsewhere.

We have also hosted several Art exhibitions within the café, two of which were the outcome of artwork provided by local schools around Christmas time. Lunch times are normally very busy but we would like to attract more morning coffee and afternoon tea customers.

Where necessary the café is supported financially by the congregation as we regard the café as a primary contact point between the church and the wider community.

**FINANCIAL REVIEW**

There was a surplus of income over expenditure of £53,588, compared to a surplus of £108,710 in 2022. (Total income was £228,808 compared with £287,931 in 2022). However, as in 2022 we benefited substantially from unrestricted legacy income amounting to £86,453. This means that 38% of our income was derived from this source. It is not a source of income upon which we can rely as a regular feature. Had we not received these there would have been a deficit of £32,855. In view of the extent of this income the Kirk Session agreed that it was appropriate to use a part of this to benefit other appropriate church-based work. Accordingly, a donation of £2,000 was made to Christian Aid in February and a further enhancement was added to sums raised in Christian Aid Week.

Income from our recurrent sources declined slightly. (£39,649 compared to £41,941.) Offerings fell by 5% owing to the loss, through death, of a small number of our members.

Overall expenditure was at a similar level to 2022, though inevitably cost of heating and lighting rose significantly.

We continue to meet some of the salary and organisational costs of the Roseangle Café from general funds. This is done because we view the café as part of our outreach and service to the community.

The nominal value of all assets and funds held by Dundee West Church (including the Manse valued at £375,000) increased from £1,047,070 to £1,098,234.

**Investment Policy**

Our investment advisors are instructed to invest to maximise the total return on permanent endowment funds within the constraints of a medium to low risk investment portfolio. The expendable endowment is managed as a medium risk portfolio with a bias towards higher income yielding stock. The investment brief is broadly defined but the ethical criteria prohibit investment companies that manufacture armaments, alcohol or tobacco.

**Investment performance**

The FTSE 100 index started 2023 at 7451. It ranged between 7253 and 8014 and finished on 7733 and therefore closed up 3.8%. We added £40,000 to our investments with Investec Wealth in the course of the year. The market value of our holdings increased by £59,777, from £567,431 at 31 December 2022 to £627,208 at 31 December 2023.

In September 2023 Investec Wealth who have been managing our investments since 1990 merged with Rathbones Group Plc, creating the UK's leading discretionary wealth managers.

**Dundee: West Church of Scotland  
Trustees' Annual Report (cont)  
Year ended 31 December 2023**

**Risk Management**

The Trustees have assessed the major risks to which the charity is exposed, in particular those relating to its operations, finances and reputation. Apart from the possible failure to continue to attract funding from members and the wider community, the Trustees do not believe there are any major financial risks to which the charity is exposed. Insurable risks are appropriately covered. The Trustees take seriously the duties and responsibilities placed upon them with regard to the protection of vulnerable groups. Trustees attend regular refresher courses on safeguarding.

**Reserves Policy**

It is the Trustees' policy to hold adequate reserves to cover any unforeseen expenditure. The Church holds £363,391 in the Congregational Reserve Fund with investments having been valued at 31 December 2023.

**Dundee: West Church of Scotland  
Trustees' Annual Report (cont)  
Year ended 31 December 2023**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing Document**

The congregation is a registered charity, number SC017136 and is administered in accordance with the terms of the Deed of Constitution (Unitary Form) as of June 2008 and is subject to the Acts and Regulations of the General Assembly of the Church of Scotland.

Members of the Kirk Session are the charity Trustees. The Kirk Session members are the elders of the church and are chosen from those members of the church who are considered to have the appropriate gifts and skills. The minister, who is a member of the Kirk Session, is elected by the congregation and inducted by Presbytery. In the case of a vacancy an interim moderator is appointed by the Presbytery of Dundee

The Kirk Session, which is chaired by the minister and meets four times a year, is responsible for spiritual and temporal affairs within the church.

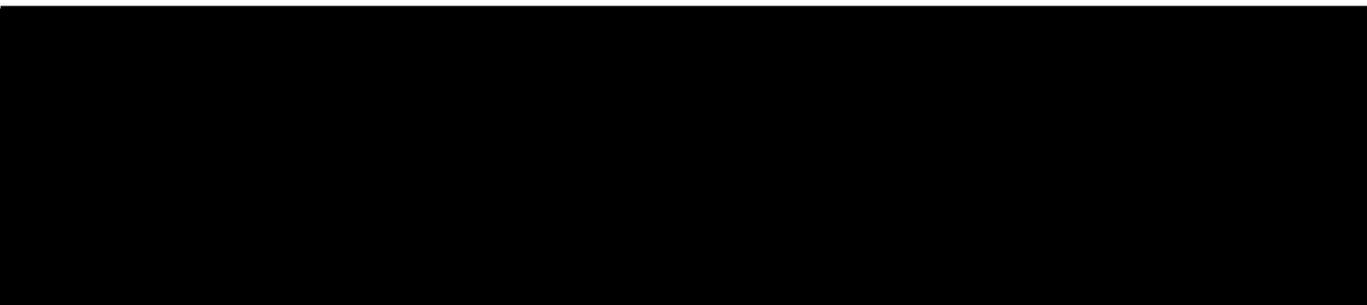
Certain responsibilities are delegated to the following committees: Finance; Property Management Group; Pastoral Care; Organisations; Music; Worship & Outreach; Hospitality, Events; Communication; which are each chaired by a member of the Kirk Session.

**Dundee: West Church of Scotland  
Trustees' Annual Report (cont)  
Year ended 31 December 2023**

**Reference and Administrative Information**

Charity Name: Dundee: West Church of Scotland  
Charity Registration Number: SC017136  
Congregation Reference No: 291753  
Contact Address: 35 High Mill  
Dundee  
DD2 1UN

**Trustees:**



**Principal Office-bearers:**

Minister:  
Session Clerk:  
Church Treasurer:



**Independent Examiner:**



MMG Chartered Accountants  
Chapelshade House  
78 – 84 Bell Street  
Dundee  
DD1 1RQ

**Bankers:**

Bank of Scotland  
291 Clepington Road  
Dundee  
DD3 8BD

**Investment Managers:**

Investec Wealth & Investment Limited  
Quartermile One  
3<sup>rd</sup> Floor  
15 Lauriston Place  
Edinburgh  
EH3 9EN

**Dundee: West Church of Scotland  
Trustees' Annual Report (cont)  
Year ended 31 December 2023**

**Statement of Trustees' Responsibilities**

The Trustees are responsible for preparing a trustees' annual report and the accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (UK GAAP).

Law applicable to charities in Scotland requires the Trustees to prepare accounts each year which show 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.

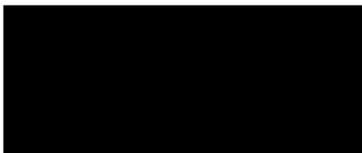
In preparing accounts, giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity 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 material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that accounts comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Deed of Constitution. 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 congregations' website. Legislation in the United Kingdom governing the preparations and dissemination of the accounts may differ from legislation in other jurisdictions.

Approved by the Trustees on 24 March 2024 and signed on their behalf by



**Dundee: West Church of Scotland**  
**SC017136**  
**Report of the Independent Examiner**

I report on the accounts of Dundee: West Church of Scotland for the year ended 31 December 2023 as set out on pages 10 to 22.

This report is made solely to the trustees, as a body, in accordance with my terms of engagement. My work has been undertaken to enable me to report my opinion set out below and for no other purpose.

To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the trustees, as a body, for my work or for this report.

**Respective responsibilities of Trustees and independent 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 (as amended). The charity's Trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the 2006 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 2006 Accounts Regulations. 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 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 Regulationshave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



MMG Chartered Accountants  
Chapelshade House  
78-84 Bell Street  
Dundee  
DD1 1RQ

24 March 2024

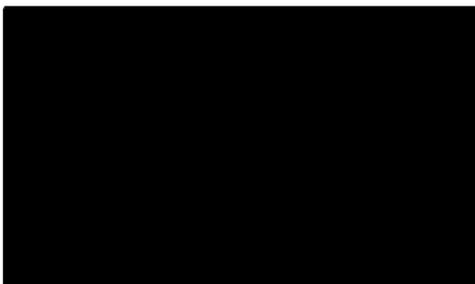


## Dundee: West Church of Scotland

### Balance Sheet as at 31 December 2023

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total Funds 2023 £	Prior Year 2022 £
<b>Fixed Assets:</b>						
Tangible fixed assets	9	375,000	-	-	375,000	375,000
Investments	10	<u>370,856</u>	<u>-</u>	<u>256,352</u>	<u>627,208</u>	<u>567,431</u>
		<u>745,856</u>	<u>-</u>	<u>256,352</u>	<u>1,002,208</u>	<u>942,431</u>
<b>Current Assets:</b>						
Debtors	11	3,698	3,821	-	7,519	8,098
Bank		48,482	5,795	9,980	64,257	57,312
Cash		130	-	-	130	130
Stockbroker's deposit account		26,516	-	898	27,414	42,852
Organisations' deposit accounts		<u>5,980</u>	<u>-</u>	<u>-</u>	<u>5,980</u>	<u>2,802</u>
<b>Total current assets</b>		<b><u>84,806</u></b>	<b><u>9,616</u></b>	<b><u>10,878</u></b>	<b><u>105,300</u></b>	<b><u>111,194</u></b>
<b>Current Liabilities:</b>						
Falling due within one year	12	<u>9,274</u>	<u>-</u>	<u>-</u>	<u>9,274</u>	<u>6,555</u>
Net Current Assets		<u>75,532</u>	<u>9,616</u>	<u>10,878</u>	<u>96,026</u>	<u>104,639</u>
<b>Net Assets</b>		<b><u>821,388</u></b>	<b><u>9,616</u></b>	<b><u>267,230</u></b>	<b><u>1,098,234</u></b>	<b><u>1,047,070</u></b>
<b>Funds of the charity:</b>						
Unrestricted Funds						
Congregational reserve	15				369,391	313,561
Designated Funds	15				446,017	450,606
Designated Funds - Organisations	15				<u>5,980</u>	<u>2,802</u>
					<u>821,388</u>	<u>766,969</u>
Restricted Funds	15				9,916	9,009
Endowment Funds	15				<u>267,230</u>	<u>271,092</u>
<b>Total Charity Funds</b>					<b><u>1,098,234</u></b>	<b><u>1,047,070</u></b>

The Accounts were approved by the Kirk Session on 24 March 2024 and signed for and on behalf of the Kirk Session by:



## Dundee: West Church of Scotland

### Notes forming part of the accounts For the year ended 31 December 2023

#### Accounting Policies

The following accounting policies have been applied consistently in the current and preceding year in dealing with items which are considered material in relation to the charity's accounts.

#### Basis of preparation

The accounts 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) effective 1 January 2019, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The accounts are prepared under the historical cost convention modified by the revaluation of investments and include the results of the Church's operations, all of which are continuing.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these accounts are rounded to the nearest £.

#### Fund accounting

Funds are classified as either restricted funds, endowment 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 given on the condition that the original capital sum is not reduced, but that 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.

Transfers are made as required to cover the deficit on designated funds from general funds and to transfer net income received in relation to endowment funds to general funds. The net surplus/deficit on the general fund is transferred to the congregational reserve annually.

#### Income

Income is recognised when the charity has the entitlement to funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations, are recognised when the Church has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the granting of confirmation when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

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

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield of the investment portfolio.

## Dundee: West Church of Scotland

### Notes forming part of the accounts For the year ended 31 December 2023

#### Accounting Policies (cont)

##### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.

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.

##### Fixed assets

The charity has the right to occupy and use for its charitable objects certain tangible fixed assets, including the Church and halls at 132 Perth Road, Dundee, vested in the Church of Scotland General Trustees. No consideration is payable for the use of these assets.

The congregation's former manse at 22 Hyndford Street, Dundee is shown at the Trustees' valuation at 31 December 2006. Depreciation has not been provided as, in the opinion of the Trustees, due to the long useful economic life of the property and high residual value, any depreciation charge and resultant accumulated depreciation is immaterial. In the opinion of the Trustees, no impairment of the carrying value has occurred during the year.

Expenditure incurred on the repair and maintenance of these assets is charged as expenditure in the statement of financial activities in the period in which the liability arises.

All tangible fixed assets costing in excess of £3,000 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 cost or initial value, less residual value, of tangible fixed assets over their estimated useful lives:

Fixtures, fittings and office equipment	3 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

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

##### Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

##### Cash at bank and in hand

Cash at bank and in hand includes cash and cash held in a deposit or similar account.

##### Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discount.

##### Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transactions value and subsequently measured at their settlement value.

## **Dundee: West Church of Scotland**

### **Notes forming part of the accounts For the year ended 31 December 2023**

#### **Accounting Policies (cont)**

##### **Critical account estimates and judgements**

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

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

In preparing these accounts, the trustees have made the following judgements:

##### **Depreciation**

Tangible fixed assets are depreciated over a period to reflect their estimated useful life. The applicability of the assumed lives is reviewed annually, taking into account factors such as physical condition, maintenance and obsolescence.

##### **Accruals**

Accruals are applied at the year end based upon financial costs incurred post year end and the experience of the trustees.

## Dundee: West Church of Scotland

### Notes forming part of the accounts (cont) For the year ended 31 December 2023

	Unrestricted Funds		Restricted Funds		Endowment Funds		Total	
	2023	2022	2023	2022	2023	2022	2023	2022
	£	£	£	£	£	£	£	£
<b>1. Donations and Legacies</b>								
Offerings	39,649	41,752	-	-	-	-	39,649	41,752
Tax recovered on Gift Aid	8,953	10,342	-	-	-	-	8,953	10,342
Donations	3,964	7,582	-	177	-	-	3,964	7,759
Legacies	90,419	126,124	-	-	-	-	90,419	126,124
Members' subscriptions	936	1,050	-	-	-	-	936	1,050
	<u>143,921</u>	<u>186,850</u>	<u>-</u>	<u>177</u>	<u>-</u>	<u>-</u>	<u>143,921</u>	<u>187,027</u>
<b>2. Charitable Activities</b>								
Weddings and Funerals	-	675	-	-	-	-	-	675
Coffee mornings, Fayres	140	899	-	-	-	-	140	899
Roseangle Café	35,761	45,048	-	-	-	-	35,761	45,048
	<u>35,901</u>	<u>46,622</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>35,901</u>	<u>46,622</u>
<b>3. Income from other trading activities</b>								
Use of premises	9,476	10,380	-	-	-	-	9,476	10,380
<b>4. Investment income</b>								
Dividends received	15,444	9,461	13,205	11,598	-	-	28,649	21,059
Deposit Interest	423	164	-	-	-	-	423	164
	<u>15,867</u>	<u>9,625</u>	<u>13,205</u>	<u>11,598</u>	<u>-</u>	<u>-</u>	<u>29,072</u>	<u>21,223</u>
<b>5. Analysis of expenses</b>								
<i>Raising funds</i>								
Offering envelopes	135	187	-	-	-	-	135	187
Investment manager's fees	2,404	1,913	827	1,084	-	-	3,231	2,997
	<u>2,539</u>	<u>2,100</u>	<u>827</u>	<u>1,084</u>	<u>-</u>	<u>-</u>	<u>3,366</u>	<u>3,184</u>



## Dundee: West Church of Scotland

### Notes forming part of the accounts (cont) For the year ended 31 December 2023

#### 7. Staff costs and numbers

	2023 £	2022 £
Salaries	51,942	48,956
Employer's Pension	607	438
Employer's NI	-	-
	<u>52,549</u>	<u>49,394</u>

The average number of employees during the year was as follows:

	2023 Number	2022 Number
Music staff	1	1
Premises maintenance	1	1
Café workers	3	4

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. 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 £30,135 (2022 - £28,700) and the maximum stipend (in the fifth and subsequent years) £37,032 (2022 - £35,269).

#### 8. Trustee Remuneration and Related Party Transactions

##### (a) Trustee Remuneration

During the year, the minister received travel and other expenses of £1,680 (2022 - £1,800), a manse rental allowance of £Nil (2022 - £Nil) and reimbursement of other expenses totalling £Nil (2022 - £Nil). Also, the sum of £3,127 (2022 - £2,687) was paid for the manse council tax.

##### (b) Related Party transactions

No Trustee or person related to a Trustee had any personal interest in any contract or transaction entered into by the charity during the year.

During the year a total of £15,393 (2022 - £17,583) was donated to the congregation by Trustees.

#### 9. Tangible fixed assets

	Buildings £	Equipment £	Total £
<b>Cost/valuation</b>			
As at 1 January 2023 and 31 December 2023	<u>375,000</u>	<u>11,466</u>	<u>386,466</u>
<b>Accumulated depreciation</b>			
As at 1 January 2023 and 31 December 2023	-	<u>11,466</u>	<u>11,466</u>
<b>Net Book Value at 31 December 2023</b>	<u>375,000</u>	-	<u>375,000</u>
Net Book Value at 31 December 2022	<u>375,000</u>	-	<u>375,000</u>
<b>2022 comparatives</b>			
<b>Cost/valuation</b>			
As at 1 January 2022 and 31 December 2022	<u>375,000</u>	<u>11,466</u>	<u>386,466</u>
<b>Accumulated depreciation</b>			
As at 1 January 2022 and 31 December 2022	-	<u>11,466</u>	<u>11,466</u>
<b>Net Book Value at 31 December 2022</b>	<u>375,000</u>	-	<u>375,000</u>
Net Book Value at 31 December 2021	<u>375,000</u>	-	<u>375,000</u>

Tangible fixed assets in the prior year was £375,000, all of which was unrestricted.

## Dundee: West Church of Scotland

### Notes forming part of the accounts (cont)

#### For the year ended 31 December 2023

#### 10. Investments

	2023 £	2022 £
Market value at 31 December 2022	567,431	594,697
Acquisitions/(disposals) in year	66,470	32,760
Decrease in unrealised appreciation	<u>(6,693)</u>	<u>(60,026)</u>
Market value at 31 December 2023	<u>627,208</u>	<u>567,431</u>
Investments at cost	<u>615,535</u>	<u>494,617</u>

The Trustees consider that they hold no material individual investment holdings, which are deemed to be in excess of 5% of the portfolio.

Investments in the prior year were £567,431, of which £307,880 was unrestricted and £259,551 was held in endowment funds.

#### 11. Current Assets

Debtors (amounts falling due within one year)	2023 £	2022 £
Income tax recoverable	1,858	3,264
Other debtors	500	503
Dividends receivable	<u>5,161</u>	<u>4,331</u>
	<u>7,519</u>	<u>8,098</u>

Debtors in the prior year was £8,098 of which £5,064 was unrestricted and £3,034 was restricted.

#### Cash at bank

Cash at bank in the prior year was £103,096 of which £85,580 was unrestricted, £5,975 was restricted and £11,541 was held in endowment funds.

#### 12. Creditors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Social security & other taxes	1,322	535
Pension contributions	120	93
Accruals	<u>7,832</u>	<u>5,927</u>
	<u>9,274</u>	<u>6,555</u>

Creditors in the prior year was £6,555, all of which was unrestricted.

## Dundee: West Church of Scotland

### Notes forming part of the accounts (cont) For the year ended 31 December 2023

#### 13. Analysis of Net Assets among funds

	General £	Designated £	Restricted £	Endowment £	Total £
Fixed Assets	-	375,000	-	-	375,000
Investments	358,344	12,512	-	256,352	627,208
Current Assets	19,063	65,743	9,616	10,878	105,300
Current Liabilities	(8,016)	(1,258)	-	-	(9,274)
	<u>369,391</u>	<u>451,997</u>	<u>9,616</u>	<u>267,230</u>	<u>1,098,234</u>

2022 comparatives	General £	Designated £	Restricted £	Endowment £	Total £
Fixed Assets	-	375,000	-	-	375,000
Investments	296,322	11,558	-	259,551	567,431
Current Assets	23,368	67,276	9,009	11,541	111,194
Current Liabilities	(6,129)	(426)	-	-	(6,555)
	<u>313,561</u>	<u>453,408</u>	<u>9,009</u>	<u>271,092</u>	<u>1,047,070</u>

#### 14. Volunteers

In common with all congregations of the Church of Scotland the congregation benefits from the contribution made by volunteers who give their time and talents willingly for the benefit of the Church. The areas of congregational life which rely on the contribution of volunteers are many and varied and much of the activity would be unable to continue were it not for the commitment shown.

## Dundee: West Church of Scotland

### Notes forming part of the accounts (cont) For the year ended 31 December 2023

#### 15. Movements in Funds

	At 1 January 2023 £	Incoming Resources £	Outgoing Resources £	Transfers £	Investment Gains/ (losses) £	At 31 December 2023 £
<b>Endowment Funds</b>						
A L Soutar Bequest	103,054	-	-	-	(1,066)	101,988
Mrs A Bruce Bequest	127,903	-	-	-	(906)	126,997
Duncan Darroch Memorial Fund	8,705	-	-	-	(139)	8,566
Alexander White Memorial Fund	11,950	-	-	-	180	12,130
Mrs M Wilson Fund	17,654	-	-	-	(1,684)	15,970
Alexander K Aitkenhead Bequest	1,826	-	-	-	(247)	1,579
<b>Total Endowment Funds</b>	<u>271,092</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(3,862)</u>	<u>267,230</u>
<b>Restricted Funds</b>						
A L Soutar Bequest	-	5,153	(325)	(4,828)	-	-
Mrs A Bruce Bequest	-	6,221	(400)	(5,821)	-	-
Duncan Darroch Memorial Fund	5,584	635	(28)	-	-	6,191
Alexander White Memorial Fund	-	422	(30)	(392)	-	-
Mrs M Wilson Fund	-	663	(38)	(625)	-	-
Alexander K Aitkenhead Bequest	-	111	(6)	(105)	-	-
Re-Development Fund	3,425	-	-	-	-	3,425
<b>Total Restricted Funds</b>	<u>9,009</u>	<u>13,205</u>	<u>(827)</u>	<u>(11,771)</u>	<u>-</u>	<u>9,616</u>
<b>Unrestricted Funds</b>						
General Fund	-	171,197	(116,974)	(54,223)	-	-
Congregational Reserve	313,561	-	-	54,878	952	369,391
<b>Unrestricted Designated Funds</b>						
Manse Fund	375,000	-	-	-	-	375,000
Organ Fund – Capital	7,319	-	-	-	340	7,659
Organ Fund – Revenue	21,585	494	(19)	-	-	22,060
Pastoral Care Fund – Capital	4,599	-	-	-	68	4,667
Pastoral Care Fund – Revenue	1,565	287	(14)	-	-	1,838
Manse Fabric Fund	16,624	103	-	-	78	16,805
Roseangle Café	5,926	35,761	(54,103)	12,416	-	-
Winchester Bequest	17,988	-	-	-	-	17,988
	764,167	207,842	(171,110)	13,071	1,438	815,408
The Guild	795	5,999	(2,326)	(800)	-	3,668
Sunday Coffees	846	826	(521)	-	-	1,151
Badminton Club	1,161	936	(436)	(500)	-	1,161
<b>Total Unrestricted Funds</b>	<u>766,969</u>	<u>215,603</u>	<u>(174,393)</u>	<u>11,771</u>	<u>1,438</u>	<u>821,388</u>
<b>Total Funds</b>	<u>1,047,070</u>	<u>228,808</u>	<u>(175,220)</u>	<u>-</u>	<u>(2,424)</u>	<u>1,098,234</u>

## Dundee: West Church of Scotland

### Notes forming part of the accounts (cont) For the year ended 31 December 2023

#### 15. Movements in Funds (cont)

2022 comparatives	At 1 January 2022 £	Incoming Resources £	Outgoing Resources £	Transfers £	Investment Gains/ (losses) £	At 31 December 2022 £
<b>Endowment Funds</b>						
A L Soutar Bequest	109,260	-	-	-	(6,206)	103,054
Mrs A Bruce Bequest	146,609	-	-	-	(18,706)	127,903
Duncan Darroch Memorial Fund	7,935	-	-	-	770	8,705
Alexander White Memorial Fund	12,207	-	-	-	(257)	11,950
Mrs M Wilson Fund	16,868	-	-	-	786	17,654
Alexander K Aitkenhead Bequest	1,319	-	-	-	507	1,826
<b>Total Endowment Funds</b>	<u>294,198</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(23,106)</u>	<u>271,092</u>
<b>Restricted Funds</b>						
A L Soutar Bequest	-	4,621	(424)	(4,197)	-	-
Mrs A Bruce Bequest	-	5,485	(521)	(4,964)	-	-
Duncan Darroch Memorial Fund	5,032	589	(37)	-	-	5,584
Alexander White Memorial Fund	-	324	(37)	(287)	-	-
Mrs M Wilson Fund	-	499	(56)	(443)	-	-
Alexander K Aitkenhead Bequest	-	80	(9)	(71)	-	-
Making Dundee Home	166	177	(342)	(1)	-	-
Re-Development Fund	3,425	-	-	-	-	3,425
<b>Total Restricted Funds</b>	<u>8,623</u>	<u>11,775</u>	<u>(1,426)</u>	<u>(9,963)</u>	<u>-</u>	<u>9,009</u>
<b>Unrestricted Funds</b>						
General Fund	-	226,561	(126,557)	(100,004)	-	-
Congregational Reserve	240,889	-	-	102,450	(29,778)	313,561
<b>Unrestricted Designated Funds</b>						
Manse Fund	375,000	-	-	-	-	375,000
Organ Fund – Capital	7,928	-	-	-	(609)	7,319
Organ Fund – Revenue	21,262	345	(22)	-	-	21,585
Pastoral Care Fund – Capital	5,071	-	-	-	(472)	4,599
Pastoral Care Fund – Revenue	1,439	144	(18)	-	-	1,565
Manse Fabric Fund	17,118	92	(3)	-	(583)	16,624
Roseangle Café	1,074	45,047	(49,212)	9,017	-	5,926
Winchester Bequest	17,988	-	-	-	-	17,988
	<u>687,769</u>	<u>272,189</u>	<u>(175,812)</u>	<u>11,463</u>	<u>(31,442)</u>	<u>764,167</u>
The Guild	641	2,128	(1,174)	(800)	-	795
Sunday Coffees	516	789	(359)	(100)	-	846
Badminton Club	1,161	1,050	(450)	(600)	-	1,161
<b>Total Unrestricted Funds</b>	<u>690,087</u>	<u>276,156</u>	<u>(177,795)</u>	<u>9,963</u>	<u>(31,442)</u>	<u>766,969</u>
<b>Total Funds</b>	<u>992,908</u>	<u>287,931</u>	<u>(179,221)</u>	<u>-</u>	<u>(54,548)</u>	<u>1,047,070</u>

## Dundee: West Church of Scotland

### Notes forming part of the accounts (cont) For the year ended 31 December 2023

#### Purposes of Endowment Funds

A L Soutar Bequest: legacy invested to provide income to be used to assist the Youth Organisations and Sunday School.  
Mrs A Bruce Bequest: legacy invested to provide income to be used for the benefit of elderly persons in the congregation.  
Duncan Darroch Memorial Fund: gift invested to fund awards on the basis of nominations made by leaders of Youth Organisations or by the Rector of Harris Academy.  
Alexander White Memorial Fund: gift invested to provide income to be used at the discretion of the minister.  
Mrs M Wilson Fund: gift invested to provide income to be used to benefit or assist the minister.  
Alexander K Aitkenhead Bequest: legacy invested to provide income to be used at the discretion of the minister.

#### Purposes of Restricted Funds

A L Soutar Bequest: funds to be used to assist the Youth Organisations and Sunday School.  
Mrs A Bruce Bequest: funds to be used for the benefit of elderly persons in the congregation.  
Duncan Darroch Memorial Fund: funds to be used to provide awards on the basis of nominations made by leaders of Youth Organisations or by the Rector of Harris Academy.  
Alexander White Memorial Fund: funds to be used at the discretion of the minister.  
Mrs M Wilson Fund: funds to be used to benefit or assist the minister.  
Alexander K Aitkenhead Bequest: funds to be used at the discretion of the minister.  
Making Dundee Home: funds raised by grants and donations for their own use.  
Re-Development Fund: funds raised for Phase 2 of the re-development of the church buildings

#### Purposes of Designated Funds

Manse Fund: funds invested in property to provide living accommodation for the Minister  
Manse Fabric Fund: The Trustees have set aside funds for the maintenance of the manse.  
Organ Fund: the Trustees have set aside funds to be used for the maintenance of the organ.  
Pastoral Care Fund: the Trustees have set aside funds for use by the Pastoral Care Committee to assist members in urgent need.  
Winchester Bequest: funds to be used at the discretion of the Trustees  
The Guild: funds raised by The Guild for its own activities.  
Sunday Coffees: funds raised by the weekly teas/coffees to support church projects.  
Badminton Club: funds raised by the Badminton Club for its own activities.

#### 16. Collections for Third Parties

	2023	2022
	£	£
The following income from Special Collections was received and disbursed during the year:		
Christian Aid (not disbursed until post year end)	519	383
Ukraine Appeal	-	545
Pakistan Flood Appeal	-	261
Syria Appeal	378	-
Gaza Appeal	102	-
Water Aid (not disbursed until post year end)	-	207
Dundee Instrument Band	<u>220</u>	<u>-</u>
	<u>1,219</u>	<u>1,396</u>

## Dundee: West Church of Scotland

### Appendix 1 General Fund - Congregational Account

	2023 £	2022 £
<b>Income</b>		
Offerings	39,531	41,632
Tax recovered on Gift Aid	8,953	10,342
Use of premises	9,476	10,380
Legacies	86,453	126,124
Donations	1,245	5,536
Dividends received	14,679	9,001
Interest received	422	163
Other income	-	29
Weddings and funerals	-	675
Withdrawal from general trustees	<u>10,438</u>	<u>22,679</u>
	<u>171,197</u>	<u>226,561</u>
<b>Expenditure</b>		
Giving to Grow allocation	32,699	41,941
Minister's travel and other expenses	1,680	1,800
Ministerial assistance	-	-
Manse council tax	3,127	2,687
Pulpit supply	265	663
Other salary costs	7,970	9,287
Presbytery dues	931	-
Fabric repairs and maintenance	24,497	24,314
Heating and lighting	13,981	12,441
Insurance	11,447	10,860
Telephone, posts, printing & stationery	2,051	2,382
Organ and Music	954	2,276
Other expenses	2,539	4,498
Local mission partner expenses	1,905	2,413
Church computer	-	2,599
Water rates	1,573	1,890
Investment management fees	2,370	1,871
Offering envelopes	135	187
Accountancy & other services	3,156	2,934
Donations	3,960	-
Independent examination fee	<u>1,734</u>	<u>1,614</u>
	<u>116,974</u>	<u>126,557</u>
<b>Surplus for year</b>	<b>54,223</b>	<b>100,004</b>
Sums received from organisations	<u>1,300</u>	<u>1,400</u>
<b>Surplus/(deficit) on General Congregational fund</b>	<b><u>55,523</u></b>	<b><u>101,404</u></b>

Appendix 2 – Funds held on behalf of the congregation  
by the Church of Scotland General Trustees

Revenue Account	2023	2022
Balance at 31 December 2022	772	1,492
Interest received	26	60
Rents received	11,713	23,425
Insurance premiums	(10,438)	(19,115)
Fabric expenditure	-	(3,564)
Administration charge	(1)	(1,526)
Credit balance at 31 December 2023	<u>2,072</u>	<u>772</u>

