

ST. PHILIP'S AND ST. JAMES' EPISCOPAL CHURCH: EDINBURGH

Annual Report and Accounts

for the year ended 30 September 2024

Charity Number: SC000910

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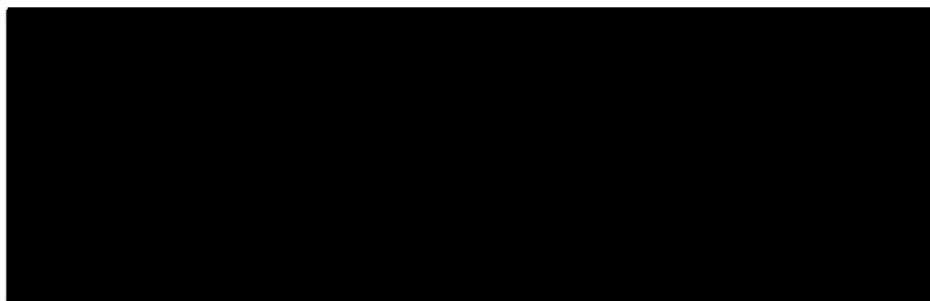
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Reference and Administrative Information

Charity Number SC000910

Charity Trustees – Members of the Vestry



Supporting Clergy



Principal Office
St James' Church
57B Inverleith Row
Edinburgh
EH3 5PX

ST. PHILIP'S AND ST. JAMES' EPISCOPAL CHURCH: EDINBURGH
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for the year ended 30 September 2024

The Members of the Vestry present their annual report together with the accounts for the year ended 30 September 2024.

Objects and Activities

The Church's principal activities include public worship in sacrament and prayer, Christian education, charitable work and fund raising for local, national and international needs, social meetings and community groups.

Structure, Governance and Management

Appointment of Vestry Members

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

Administrative structure

It is the duty of the Vestry to manage the temporal affairs of the congregation with responsibility to keep the fabric and property of the church and other buildings in good working order and to look after the finances of the church. The Vestry meets six-weekly during the year.

Achievements and performance

Spiritual life

Our Sunday morning Communion services continue to be a focus for our life together. Many report a peaceful atmosphere, the tangible presence of the Holy Spirit, joy in the liturgy, relevant & engaging teaching, and a warm welcome. Newcomers typically stay with us after two or three visits. Services are increasingly well attended – some weeks we are running out of chairs with nearly 40 people – a great problem to have! If everyone came at once we'd have 50+. This is so encouraging for those of us who were here 4 years ago in a group of c.15.

Our services are underpinned by the work of the Worship Planning Group (██████████ and now ██████████), and Wendy who ably manages the rotas. Lay involvement is key, enabling different voices and modelling the body of Christ at the heart of our worship. Stewards, coffee makers, leaders of Liturgy of the Word, readers, intercessors, sacristan, sound team, and our team of musicians are all central to creating the space for us to hear God and provide an inclusive space for anyone who wants to join us in deepening our spiritual life through worship and fellowship. Contributors to services often report joy in taking part. If you would like to join in with this in any capacity, please let ██████████ know. We enjoy a number of clergy who remain part of our church family and I'd particularly like to thank the ██████████ and ██████████ for their faithful voluntary ministry amongst us.

The Wednesday morning group continues to be a rich time of reflection on the Bible passage for the week, with deep discussion, prayer and fellowship. It includes some who don't attend on Sundays. Thanks to lay leaders, coffee makers and everyone who comes. We have nearly outgrown the Sitting Room!

Other events included the Bible Journalling retreat for Lent and 3 church lunches, one chez MacLarens and the other 2 at church.

Our aim in the coming year is to continue resourcing our spiritual life together through services and other events. We're planning special seasonal services for Christmas, Epiphany, Ash Wednesday, Holy week and Easter, Pentecost etc plus Lent and Advent retreat days (one led by ██████████ one by someone else tbc) for 2025 alongside our usual weekly pattern.

Our commitment to living responsibly in our world continues – with thanks to the Eco group for their help and leadership in this. See their report, attached.

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Achievements and performance continued

Simon is now heading up our **ministry to the elderly and housebound**. We continue to offer home communion and visits where needed. Let us know if you'd like to be included.

Local community and beyond

We continue to work happily alongside **Edzell Nursery** and have strengthened links this last year through Christmas events, gardening sessions with the children, thinking about plastics in Creationtide and the ongoing life during the week as their staff team and ours share the premises together. The forthcoming Carol Party, stars and Angels event on 8th December and more plans for the New Year will further promote our partnership and strengthen our links with nursery families and others in the locality.

The Peace Garden, now a year old, is used consistently by locals and others from further afield. It has put St James on the 'Edinburgh Map'. "Oh yes, St James: I've sat in your peace garden" is a phrase I hear often these days! Thanks to Woody the garden designer for gifting us his time in ongoing weeding and maintenance, and also the 'garden fairies' of St James. The Book library is also well used. Feel free to donate good quality used books.

Other community events this year, well attended by locals as well as the church congregation, have included the Burns Supper, the fundraising Dirl Folk Trio Tea Concert, and the Plastics workshop in Creationtide.

The monthly book group has grown in number from 3 to 8 and includes residents from Homecairn and Homescott House. We are planning our annual Carols and Tea Party at Homecairn next month.

We are also planning to host a '**Peaced Together**' Course run by Edinburgh City Mission with volunteers from St James in the New Year. This 12-week course aims to support refugee women living in hotels locally as they transition to becoming 'New Scots'. If this pilot goes well, we will run more courses in the future.

The Vestry asked me to report on the **wider church links** forged through my Diocesan and provincial roles. All SEC clergy are expected to serve in the wider church in various ways. At local level we belong to the SEC Forth Area Council and I also have regular meetings with our neighbours at St David's and St Ninians. We intend to work with them and Inverleith St Serfs in Holy Week again this year. I also try to maintain links with our Church of Scotland, Roman Catholic and Baptist neighbours through the North Edinburgh 'Fraternal'. At Diocesan level I am on the Bishop's review panel, conducting annual reviews with 3 clergy colleagues, I'm Diocesan Advisor to one of our ordinands, and Diocesan Companion to the Priest-in-charge of Hawick and Jedburgh as part of the Investing in Futures Programme. I'm a member of Diocesan Synod and clergy rep for North Edinburgh at General Synod. I'm still an associate tutor at the Scottish Episcopal Institute teaching ordinands and trainee Lay Readers. This year I also taught a preaching course at Cranmer Hall in Durham for a week. Simon and I have just returned from an inspiring time at the annual clergy conference with our Diocesan colleagues. I find all these activities life-giving and they nourish me for my work at St James.

We continue to support Edinburgh City Mission and Water Aid through our **charitable giving** as a church and new for this year we've added EMMS, in support of their palliative care project in Nepal. We review our giving at regular intervals.

Buildings

Since appointing Stuart Allan from Simpson and Brown as our church architect a year ago, the building project has progressed slowly but steadily. We began with **Quinquennial reviews** of both St Philips and St James. This resulted in a **programme of works at St Philips** where the Bridge Family church are wonderful tenants and are doing the work of mission for which St Philips was built. They have converted the basement into a community café whilst developing the worship space for the needs of all ages. It's a beautiful scheme. Go and sample the café! We are indebted to Kenneth Ramage and David Gibbon for a vast amount of work to get to this point.

At St James we have nearly finished phase 1: make the buildings watertight. This has included rainwater goods on the church, repairs on the main roof and the south side chimney, and repairs on the tower roof, all paid for out of existing funds. Necessary reroofing on the west side of the hall for which we have secured a £63000 grant from the Province, will be completed during February half term while the nursery are away.

Achievements and performance continued

Phase 2 comprises the bulk of the project and for this we will need to raise significant funds through grant applications and seek donations where possible. It will include repairs to the external stonework, and all the necessary internal works: heating, lighting, plaster repairs on walls and ceilings, mural restoration, flexible seating in the nave and the exciting addition of an entrance lobby with flat access from the street. Our aim is to create a warm, light, flexible space that is easily accessible from the street, enabling anyone outside to see clearly 'how to get in' and to showcase our beautiful art within the church. In all these plans we need to ensure we are working towards net zero, creating a practical and uplifting space that will serve the local community for generations to come. We're currently working with the architect to ensure adequate services such as toilets, vestry and coffee point serving the existing worship space. We aim to ensure the same ease of worship and fellowship that we currently have in the hall when we get back into the church, with the added benefit of the historical beauty of that space. Phase 2 is a big piece of work and will take a while, not least because of the need for serious fundraising before we can proceed on site. Please pray about this and if you have experience with fundraising applications and would be willing to help, please get in touch. We will talk more in the new year about how we might support this process practically and financially and will share plans as soon as they are finalised.

Alongside this we are developing our **understanding of the significance of the artwork** of which we are custodians. We have plans to connect with the wider art community of Edinburgh to raise the profile of St James. We are planning a Historical Society event on 5th December and a conference about the influence of the Arts and Crafts movement at St James on 1st March.

We are also **considering a phase 3** in which halls, offices and nursery facilities are redeveloped, once phase 2 is finished and paid for.

Worship in the hall generally receives good reviews, but the onerous task of furniture removal is a heavy burden each week. Massive thanks to those who, without being asked, take on the task every Sunday and never complain! If you are unable to help physically, you can still help practically by not leaving your belongings on chairs once you have vacated them.

The Rectory continues to be let for income. It is maintained through a letting agent and managed by our Treasurer Kenneth.

Staffing

This year has seen a significant increase in staffing. Wendy has increased her hours from 12 to 15 per week. We still employ [REDACTED] as our cleaner and for odd jobs. The Vestry have been able to increase [REDACTED] stipend from 0.8 to full time and now we have [REDACTED] who is full-time curate at St James for a year. This has made a huge difference to what we can achieve, and is largely thanks to newcomers joining the church and giving generously by standing order. If you are new to St James or have not reviewed your giving recently, please do so as it makes a huge difference to the Mission and Ministry of St James.

This AGM [REDACTED] will be leaving the Vestry. She has been Rector's Warden for many years under both Tembu and myself. Words are insufficient to describe the debt of gratitude we owe her. [REDACTED] stood down earlier this year due to ill health after many years on Vestry, also spanning 2 if not 3 generations of clergy. Thankfully they will still be part of the church and, along with a few others, have an important role in holding the history and continuity with previous generations of St James. I am grateful to them for their faithfulness in continuing to serve the church, having weathered all the recent transitions.

My thanks to all of you for everything you give in so many ways. What I said last year is still true: we have an ever-increasing team of gifted, faithful, prayerful people. Please keep praying for the ministry and mission of St James that in all things we may 'receive the Spirit of wisdom and revelation to know Him better, and have the eyes of our hearts enlightened so that we may know the hope to which we are called' (Ephesians 1:17-18).

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Financial review

The financial results for the year report a surplus of £47,464 after an unrealised gain on investments of £52,274. This compares with a deficit of £29,829 for last year after an unrealised loss of £17,718 on investments.

Congregational giving, donations and gift aid were £38,192 (previous year £43,460). Regular donations fell to £23,516 from £36,323 as last year included a significant donation. A similar donation has been received in October 2024 and will be included in the accounts to September 2025. Gift aid increased from £6,093 to £12,845 as the previous year only included a six-month claim. The number of members who contribute on a regular basis has risen by 3 to 25. The importance of regular giving cannot be underestimated and is a vital income stream to sustain the growth of the church.

We received several grants this year including £1,500 from the Diocese towards to costs of preparing the quinquennial review on our properties. We also received £4,663 from Edinburgh Council Community Fund towards the development of the Peace Garden. The majority of costs associated with this project were incurred in the previous year.

Investment income of £11,275 (previous year £10,433) comes from our holding in the SEC Unit Trust Pool where the proceeds from the sale of the flat at Scotland Street were invested. The increase is due to a rise in the distribution rate during the year. It is likely that this income will reduce next year as we sell our investment to fund the restoration costs.

Rental income includes rent from Edzell Nursery, our key tenant at St. James, Bridge Family Church who have signed a ten-year lease for the whole building at St. Philip's and finally the Rectory at Wardie Road which is let out on a commercial basis. Bridge Family Church are carrying out significant improvements at St. Philip's and they will soon be opening a coffee shop to further develop their outreach in the community. Commercial leases are in place with the above tenants and rental income is subject to yearly reviews.

Finally, we received £15,051 from donations, gift aid and fund-raising events towards the forthcoming restoration works. These donations were received even before we have embarked on a congregational appeal and demonstrates the enthusiasm of the congregation towards achieving our goal.

Expenditure increased from £113,906 to £144,602 and the significant movements are noted as follows

- Salaries increased as this year's charge reflects an increase in the costs for [REDACTED] priest in charge, as she moved from 0.8 stipend to full time. With an increase in office administration and support for [REDACTED] we increased Wendy's hours from 12 to 15.
- Property costs remained static at £50,878. During the year we spent £11,550 on new windows in the hall which will improve energy efficiency, £5,160 to our architect on quinquennial reports for St. James and St. Philip's. Heating costs increased as Scottish Power understated our consumption last year. Finally, you may be interested to know that the insurance value of the church and hall is £11.7m
- Administration expenses increased from £2,358 to £5,959 as we incurred £3,000 on legal fees in connection with the new lease for Bridge Family Church and lease costs on a new copier.
- We made £3,000 of donations to Edinburgh City Mission and Water Aid as part of our three-year commitment to supporting these charities.
- Finally, we incurred £12,230 on phase 1 restoration costs to make our roofs watertight which is a prerequisite before we embark on repairs to the stonework. Phase 1 work will continue in the first quarter of 2025 as we re-slate the hall roof. We have received a grant of £63,679 from the Provincial Buildings Grant Fund towards this work and associated work on the tower.

The Church's statement of balances shows that we have total funds of £471,611 including investments of £395,354 (increased from £343,080), and cash at bank of £76,257. Our investment has now recovered to its initial cost.

St. James' finances continue to be on a sound footing as we embark on an important chapter in the life of our Church.

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Reserves policy

The Vestry has adopted a policy of maintaining our reserves, subject to carrying out essential maintenance, at a level of three months unrestricted operating expenditure. As at the year end the Church held unrestricted funds well in excess of this requirement as the Church's current outgoings are significantly reduced without incurring a Rector's stipend.

Taxation

The Church is a charity and is recognised as such by HM Revenue and Customs for taxation purposes. As a result, there is no liability to taxation on any of its income.

Plans for future periods

Our focus continues to be on growing the church, increasing our involvement with the locals in Goldenacre, Trinity and Inverleith, fostering good ongoing relationships with our tenants and caring for our buildings. This will include regular meetings on Sundays and weekdays, ongoing pastoral care and working with partner organisations to serve the wider local community. We will continue to implement the recommendations from the recent Quinquennial inspection, and work with our architect on plans and fundraising for the redevelopment of our church building.

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Statement of Responsibilities of the Vestry

The Vestry is responsible for preparing the Annual Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The Vestry is required to prepare accounts for each financial year that give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including income and expenditure, for the financial year. In preparing these accounts the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departure 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 operation.

The Vestry is 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 accounts comply with the Charities and Trustees Investments (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the Church's 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.

On behalf of the Vestry



30th June 2025

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Independent Examiners Report
To the Vestry of St Philip's and St James' Episcopal Church: Edinburgh
For the year ended 30 September 2024

I report on the accounts of St Philip's and St James' Episcopal Church: Edinburgh for the year ended 30 September 2024 which are set out on pages 10 to 14.

Respective responsibilities of Vestry and examiner

The Vestry 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 Vestry consider that the audit requirement of Regulation 10(1)(d) 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.

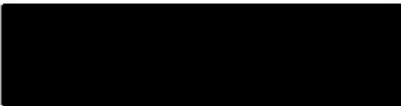
Basis of examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the Vestry 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 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



1st July 2025

ST. PHILIP'S AND ST. JAMES' EPISCOPAL CHURCH : EDINBURGH
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Statement of receipts and payments
for the year ended 30 September 2024

	Notes	Unrestricted Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
RECEIPTS					
Donations, legacies and gift aid	2	38,192	19,714	57,906	43,460
Grants	3	1,884	0	1,884	1,152
Rental Income - halls & other buildings	4	68,489	0	68,489	70,672
Investment income - SEC Unit Trust Pool		11,275	0	11,275	10,433
Sundries		238	0	238	300
Total Receipts		120,078	19,714	139,792	126,017
PAYMENTS					
Cost of Charitable activities	5	127,599	14,003	141,602	110,906
Donations		3,000	0	3,000	3,000
Total Payments		130,599	14,003	144,602	113,906
Surplus for the year		-10,521	5,711	-4,810	12,111
Transfers between funds		-2,515	2,515	0	0
(Deficit)/Surplus for the year		-13,036	8,226	-4,810	12,111

All activities of the charity are classified as continuing. There were no gains or losses in the year other than those disclosed above.

The notes on pages 12 to 14 form part of these accounts

ST. PHILIP'S AND ST. JAMES' EPISCOPAL CHURCH : EDINBURGH
Statement of Balances

As at 30th September 2024

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Bank balances					
Balance at beginning of year		80,511	659	81,170	68,956
Movement in Year					
Excess of receipts over payments for the year		-13,036	8,226	-4,810	12,111
Movement in creditors less debtors		-103	0	-103	103
		<u>67,372</u>	<u>8,885</u>	<u>76,257</u>	<u>81,170</u>
Investments (SEC Units)					
Market value at beginning of year		343,080	0	343,080	325,362
Unrealised gain/(loss)		52,274	0	52,274	17,718
Market value at end of year		<u>395,354</u>	<u>0</u>	<u>395,354</u>	<u>343,080</u>
Total Bank and Investments		<u>462,726</u>	<u>8,885</u>	<u>471,611</u>	<u>424,250</u>

Approved by Vestry on 11th November 2024



The notes on pages 12 to 14 form part of these accounts

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Notes to the accounts

1. Principal accounting policies

Basis of Preparation

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

Going Concern

The Members of Vestry are of the opinion that the charity can continue to meet its obligations as they fall due for the foreseeable future. As a consequence the Members of Vestry have prepared the accounts under the going concern basis.

Incoming resources

Income is recognised when the Church has received the resources and is therefore certain that the monetary value of incoming resources can be measured with sufficient reliability.

Resources expended

All expenditure is included on a cash basis, inclusive of vat, and is recognised when payment has been made. The Church is not recognised for VAT and accordingly costs are shown gross of irrecoverable VAT.

Unrestricted funds

Unrestricted funds are donations and other income generated for the objects of the Church without further specified purpose and is available to be used at the discretion of the Vestry.

Restricted funds

Any surpluses arising are carried forward for the benefit of future years, whilst deficits are matched by a transfer from unrestricted funds.

Taxation

The Church is exempt from taxation on the whole of its income.

2. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
Standing Orders & cheques	23,516	0	23,516	36,323
Open plate donations	756	0	756	544
Other donations	1,075	17,839	18,914	500
Legacies	0	0	0	0
Tax Recovered on Gift Aid Donations	12,845	1,875	14,720	6,093
	38,192	19,714	57,906	43,460

3. Grants

Provincial Stipend Support Grant	384	0	384	1,152
Diocese - for Quinquennial Inspection Report	1,500	0	1,500	0
	1,884	0	1,884	1,152

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4. Receipts from rental income

	Unrestricted Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
Hall letting income				
Edzell Nursery	18,976	0	18,976	17,371
Training for Care	6,649	0	6,649	19,428
Bridge Family Church	16,833	0	16,833	10,000
Stockbridge Pipe Band	3,456	0	3,456	3,648
Other Hall Users	800	0	800	0
Other Buildings				
Wardie Road (Rectory)	21,775	0	21,775	20,225
	<u>68,489</u>	<u>0</u>	<u>68,489</u>	<u>70,672</u>

5. Cost of Charitable activities

	Unrestricted Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
Staff costs (note 6)	60,857	0	60,857	47,858
Worship and pastoral expenses	681	0	681	948
Quota	9,224	0	9,224	6,695
Property expenses	50,878	14,003	64,881	53,047
Administrative expenses	2,310	0	2,310	2,023
Hospitality	649	0	649	335
Legal fees	3,000	0	3,000	0
	<u>127,599</u>	<u>14,003</u>	<u>141,602</u>	<u>110,906</u>

6. Staff costs

	2024 Total £	2023 Total £
Salaries, wages and social security payments	51,707	41,453
Pension contributions	9,150	6,405
	<u>60,857</u>	<u>47,858</u>

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Notes to the accounts continued

7. Remuneration and Expenses paid to Vestry Members

None of the Vestry members received any remuneration or expenses relating to their position as vestry members.

██████ received a stipend (and pension contribution) in accordance with the SEC approved stipendiary payment for her post as Priest in charge. The Stipend paid for the year was £37,116 with pension contributions of £9,150

The Church participates in the Scottish Episcopal Pension Fund, a multi employer non-contributory defined benefit pension scheme. It is not possible to identify the share of underlying assets and liabilities belonging to individual employers and so the Church accounts for its contribution as if the Fund was a defined contribution scheme.

The periodic valuation of the entire fund at 30th September 2020 shows a surplus of £5.6m.

8. Movement in Funds

	At 1 Oct 2023 £	Receipts £	Payments £	Transfers and movements in creditors/debtors £	Unrealised Gain on Investments £	At 30 Sep 2024 £
Unrestricted Funds						
General Fund	423,691	120,078	130,599	-2,718	52,274	462,726
Restricted Funds						
Rector's fund	5,757	0	0	0	0	5,757
Charities appeals fund	307	0	0	0	0	307
Front Garden	-5,405	4,863	1,773	2,515	0	0
Restoration	0	15,051	12,230	0	0	2,821
	<u>659</u>	<u>19,714</u>	<u>14,063</u>	<u>2,515</u>	<u>0</u>	<u>8,865</u>
Total Funds	<u>424,350</u>	<u>139,792</u>	<u>144,662</u>	<u>-203</u>	<u>52,274</u>	<u>471,611</u>

Purpose of Unrestricted Funds

General Fund This is the fund through which the day to day financial activities of the Church are recorded.

Purpose of Restricted Funds

Rector's fund This fund was created from donations to be spent on charitable giving and need within the community for the relief of poverty with the Charity's objects.

Charities appeals fund This represents donations received from appeals for specific charities and payments made to those charities in accordance with the objects of the Church.

Front Garden This fund represents donations and grants to refurbish the front garden for the benefit of the local community.

Restoration This fund represents donations and grants to carry out major repairs of the Church including roofs, stonework, stain glass windows, murals, heating lighting and accessible works.