

*Scottish Charity No. SC018115*

# **Duncan Street Baptist Church**

Trustees' Report and Financial Statements  
*For the year ended 31 December 2024*

# Duncan Street Baptist Church

## Contents of the Financial Statements *for the year ended 31 December 2024*

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# Duncan Street Baptist Church

## Report of the Trustees *for the year ended 31 December 2024*

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The Trustees are pleased to present their report together with the financial statements of the Charity for the year ended 31 December 2024.

### Reference and administrative details

#### Principal and registered address

Duncan Street Baptist Church  
13 Duncan Street  
Edinburgh  
EH9 1SR

#### Trustees



### Structure, governance and management

#### *Governing document*

Duncan Street Baptist Church (SC018115) is a Trust and is established by a deed of trust. It was registered in its current legal form in July 1931. The Church is congregational in policy and is governed under a Constitution and in accordance with the teachings of the Holy Bible, which we believe to be written under the divine inspiration of God and therefore is entirely trustworthy and the sole authority in all matters of faith and conduct.

#### *Organisation*

The Church is Elder led and congregationally governed according to the practices described in the Constitution. Church members meetings are held at least three times a year, the Annual General Meeting being held in the first quarter, to hear a statement of Church finances and for consultation about Church work. Each meeting also considers the decision of any business remitted from the Elders' or Deacons' meetings which are held at least every second month of each financial year.

#### *Recruitment and appointment of Trustees*

The Trustees of the Church are the Pastor and the elected Elders and Deacons of the Church. The Elders of the Church are appointed in accordance with the requirements of 1 Timothy 3 and Titus 1 and following an election process involving the membership of the Church. Each Elder (Trustee) is appointed in perpetuity until resignation including the Pastor who is a paid officer of the charity. The Deacons of the Church are appointed in accordance with the requirements of 1 Timothy 3:8-13 and following an election process involving the membership of the Church. Each Deacon (Trustee) is appointed on a three year term.

Apart from the Pastor none of the Trustees receive any form of remuneration.

The title deeds to the property and land owned by the church are held by all current Trustees.

#### **Objectives and aim**

The aim and objective of the Church, which is affiliated to the Baptist Union of Scotland, is to continue to build a loving, caring, nurturing, Bible-based fellowship, which strives to live out the Great Commission of the Lord Jesus Christ, as we live for Christ, proclaim Christ, share Christ and grow in Christ.

The Church seeks to achieve these objectives through Bible teaching, prayer, praise and worship, discipleship, fellowship, children's and youth ministries and mission and evangelism.

# Duncan Street Baptist Church

## Report of the Trustees for the year ended 31 December 2024

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### **Achievements and performance**

During the year, the Church continued in its fellowship and its various activities; for this, we give God all the praise.

After many years of planning and saving, we appointed architects and contractors to create new toilet spaces and a new commercial kitchen within the church property. This building project will continue into 2025.

### **Future plans**

Continue to build a loving, caring, nurturing, Bible-based fellowship which strives to live out the Great Commission of the Lord Jesus Christ; as we live for Christ, proclaim Christ, share Christ and grow Christ.

### **Financial review**

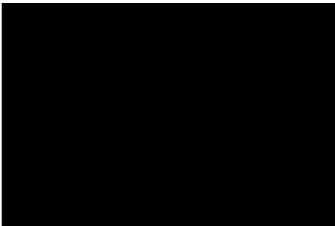
#### ***Results for the year***

The financial statements for the year are set out in pages 4 to 8. The Receipts and Payments Account on page 4 reflects a decrease in funds of £29,952, (2023: restated net increase of £20,589). This, when added to the restated funds brought forward of £162,640 (2023: restated £142,051) gives general funds carried forward of £108,206 (2023: restated £100,201), designated funds carried forward of £24,482 (2023: restated £62,439) and restricted funds carried forward of £nil (2023: restated £nil). The total funds carried forward are £132,688 (2023: restated £162,640).

### **Reserves**

It is the policy of the church to maintain unrestricted funds at a level that equates to approximately 3 months of regular running costs and to meet its commitments. As shown on page 5, the level of general reserves at 31 December 2024 amounted to £108,206 (2023: restated £100,201) which is above the required level.

*Approved by the Trustees on 23 September 2025 and signed on their behalf by:*



# Duncan Street Baptist Church

## Report of the Independent Examiner to the Trustees *for the year ended 31 December 2024*

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I report on the accounts of the Charity for the year ended 31 December 2024 which are set out on pages 4 to 8.

### 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 (as amended). The charity Trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (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 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 in 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 (as amended) and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations (as amended) 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.



Innes & Partners Limited  
Chartered Certified Accountants

Innes House  
18 Shairps Business Park  
Houstoun Road  
Livingston  
EH54 5FD

Date: 23 September 2025

# Duncan Street Baptist Church

## Receipts and Payments Account for the year ended 31 December 2024

		General fund £	Designated fund £	2024 Total £	Restated 2023 Total £
<b>Receipts</b>	<b>Notes</b>				
Gift Aid giving		64,963	-	64,963	68,339
Gift Aid tax reclaimed		19,866	-	19,866	9,490
Ordinary offerings		16,271	-	16,271	15,398
Donations		202	38,243	38,445	5,641
Manse bathroom income		-	-	-	5,444
Other income		8,041	-	8,041	3,589
Bank interest		106	-	106	12
Fringe ticket income		3,323	-	3,323	-
<b>Total receipts</b>		<b>112,772</b>	<b>38,243</b>	<b>151,015</b>	<b>107,913</b>
<b>Payments</b>					
Gross salaries	2	40,567	-	40,567	38,258
Books and periodicals		464	-	464	141
Catering		841	-	841	1,597
Advertising		309	-	309	425
Fringe event costs		2,631	-	2,631	-
Holiday club		397	-	397	-
Conferences		100	-	100	100
Electricity		1,920	-	1,920	1,713
Gas		5,538	-	5,538	5,172
General expenses		1,469	-	1,469	542
Church insurance		3,478	-	3,478	3,463
Manse insurance		1,456	-	1,456	1,391
Pastors discretionary fund		300	-	300	100
Pulpit supply		1,280	-	1,280	2,020
Professional fees		1,020	-	1,020	-
Subscriptions		172	-	172	145
Tech fees and licences		1,079	-	1,079	3,076
Training costs		-	-	-	30
Website retainer / hosting costs		405	-	405	1,316
Manse council tax		5,568	-	5,568	-
Manse utilities		-	-	-	143
Telephone		243	-	243	228
Mens Fellowship speakers		80	-	80	130
Tech items		313	-	313	329
Garden		-	-	-	732
Church repair and maintenance		3,757	-	3,757	7,946
Building works		-	76,000	76,000	3,782
Manse repair and maintenance		19,934	-	19,934	6,837
Mission costs and donations	4	10,186	200	10,386	6,508
Independent examination		1,260	-	1,260	1,200
<b>Total payments</b>		<b>104,767</b>	<b>76,200</b>	<b>180,967</b>	<b>87,324</b>
<b>Net (decrease) / increase in cash for the year</b>		<b>8,005</b>	<b>(37,957)</b>	<b>(29,952)</b>	<b>20,589</b>
Cash balances brought forward		100,201	62,439	162,640	142,051
<b>Cash balances carried forward</b>		<b>108,206</b>	<b>24,482</b>	<b>132,688</b>	<b>162,640</b>
		(Note 5)	(Note 5)		

# Duncan Street Baptist Church

## Statement of Balances as at 31 December 2024

Notes	2024			Restated 2023		
	Opening balance £	(Deficit) for year £	Closing balance £	Opening balance £	Surplus for year £	Closing balance £
<b>Bank and cash in hand</b>	162,640	(29,952)	<b>132,688</b>	142,051	20,589	162,640
<b>Total bank and cash held</b>	<b>162,640</b>	<b>(29,952)</b>	<b>132,688</b>	142,051	20,589	162,640

### Reserves

General fund	5		<b>108,206</b>			100,201
Designated fund	5		<b>24,482</b>			62,439
			<b>132,688</b>			<b>162,640</b>

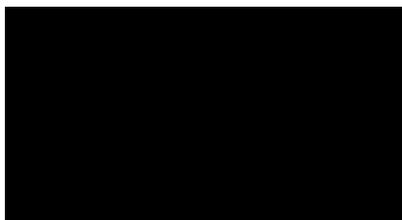
### Statement of assets at 31 December 2024

Freehold property (at valuation, revalued 2024)			<b>885,000</b>			230,000
Gift Aid due			<b>11,298</b>			5,721
Other debtors			<b>3,150</b>			13
Prepayments			-			1,888
			<b>14,448</b>			<b>7,622</b>

### Statement of liabilities at 31 December 2024

Independent examination fee			<b>960</b>			1,236
Mission expenses			<b>8,072</b>			8,037
Other expenses			<b>715</b>			930
			<b>9,747</b>			<b>10,203</b>

Approved by the Trustees on 23 September 2025 and signed on their behalf by the undernoted:



The notes on pages 6 to 8 form part of these financial statements.

# Duncan Street Baptist Church

## Notes to the Financial Statements for the year ended 31 December 2024

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### 1. Accounting policies

#### *Accounting convention*

The financial statements have been prepared under the historical cost convention, and in accordance with the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### *Basis of financial statements*

The financial statements have been prepared on a Receipts and Payments basis. Previous years figures have been restated from Accruals to Receipts and Payments.

#### *Congregation income*

All voluntary income, income from tax recoveries on Gift Aid and bank interest is accounted for when received.

#### *Tax refunds*

Tax refunds are the amounts claimed during the year in respect of donations by Gift Aid.

#### *Receipts & Payments Account*

For the purpose of the Receipts & Payments Account as shown on page 4, funds are defined as follows:

*Unrestricted* fund comprise grants and other income received for the objects of the congregation without further specified purpose and are available as general funds.

*Designated* funds represent unrestricted funds which have been earmarked by the Trustees for particular purposes.

*Restricted* funds comprise income which has been received for the objects of the congregation and specified for a restricted purpose within these objects by the donor.

# Duncan Street Baptist Church

## Notes to the Receipts and Payments Accounts for the year ended 31 December 2024

### 2. Staff costs and numbers

	2024	Restated 2023
	£	£
Gross salaries	35,761	33,715
Employer pension costs	3,900	3,692
Pension deficit payments	10	12
Employee benefits	896	839
	<u>40,567</u>	<u>38,258</u>

The average number of employees during the year was 2 (2023: 2).

### 3. Transactions with Trustees and related parties

No Trustees received remuneration for their position as Trustees during the year (2023: nil). The Pastor who is also a Trustee was paid a salary for his role as Pastor during the year of £34,084 (2023: £32,000) as well as expenses totalling £896 (2023: £839). Contributions were made on his behalf to a pension scheme totalling £3,900 (2023: £3,692). Residential accommodation is also made available to the Pastor.

During the year a relative of a Trustee was employed as cleaner and received gross earnings of £1,677 (2023: £1,715).

### 4. Mission costs and donations

	General fund	Designated fund	2024 Total	Restated 2023 Total
	£	£	£	£
Mission Aviation Fellowship	2,709	-	2,709	1,767
Barnabas Trust	2,009	-	2,009	1,247
Christian Institute	2,009	-	2,009	1,247
Faith Mission	2,009	-	2,009	1,247
Baptist Union of Scotland	600	-	600	600
SOLAS	550	-	550	-
Scripture Union Scotland	300	-	300	-
Edinburgh City Mission Hampers	-	-	-	400
Gifts to individuals	-	200	200	-
	<u>10,186</u>	<u>200</u>	<u>10,386</u>	<u>6,508</u>

### 5. Unrestricted funds

	Restated balance at 01.01.24	Receipts	Payments	Transfers	Balance at 31.12.24
	£	£	£	£	£
General fund	100,201	112,772	(104,767)	-	108,206
<b>Designated fund</b>					
Reserves fund	17,610	-	-	-	17,610
Building fund	43,426	38,243	(76,000)	-	5,669
Faith Welcome fund	465	-	-	-	465
Ministerial training fund	938	-	(200)	-	738
Total unrestricted funds	<u>162,640</u>	<u>151,015</u>	<u>(180,967)</u>	<u>-</u>	<u>132,688</u>

#### Explanation of funds

The *General fund* encompasses all income and expenditure relating to the primary focus activities of the charity, other than those for which funding is restricted.

#### Designated funds

The *Reserve fund* is an emergency capital for unforeseen circumstances.

The *Building fund* is working capital to be deployed for the upkeep and refurbishment of the Church premises.

The *Faithful Welcome fund* was received from Edinburgh City Missions to welcome Ukrainian families to Edinburgh with a meal.

The *Ministerial training fund* is to support teaching ministry training in accordance with Matthew 9:38.

# Duncan Street Baptist Church

## Notes to the Receipts and Payments Accounts for the year ended 31 December 2024

### 6. Restatement of comparatives

We have restated the figures for 2023, and the brought-forward 2022 reserves as the Church has changed its accounting policy and has adopted the Receipts & Payments accounting method in the current year.

	Unrestricted fund £	Designated funds £	Restricted funds £	Total £
Reserves at 31 December 2022, as previously stated	79,142	61,753	230,000	370,895
Reverse capitalisation of fixed assets	-	-	(230,000)	(230,000)
2022 income as debtors	(4,253)	-	-	(4,253)
2022 reversal of prepayments as expenditure	(1,910)	-	-	(1,910)
2022 adjustments to bank balances	160	-	-	160
2022 expenditure as creditors	7,159	-	-	7,159
<b>Restated reserves at 31 December 2022</b>	<b>80,298</b>	<b>61,753</b>	<b>-</b>	<b>142,051</b>
Surplus for the year to 31 December 2023, as previously stated	18,478	686	-	19,164
Reversal of 2022 debtors as income	4,253	-	-	4,253
2022 prepayments as expenditure	1,750	-	-	1,750
Reversal of 2022 creditors as expenditure	(7,159)	-	-	(7,159)
2023 debtors as income	(7,622)	-	-	(7,622)
2023 creditors as expenditure	10,203	-	-	10,203
<b>Revised surplus for year to 31 December 2023</b>	<b>19,903</b>	<b>686</b>	<b>-</b>	<b>20,589</b>
<b>Revised reserves at 31 December 2023</b>	<b>100,201</b>	<b>62,439</b>	<b>-</b>	<b>162,640</b>