

The Church of Scotland
Methilhill and Denbeath Parish Church



RECEIPTS AND PAYMENTS ACCOUNTS

for the year ending 31st December 2023

Congregation No: 251528

Charity No: SC 007949

Reference and Administrative Information

Charity Name: Methilhill and Denbeath Parish Church

Charity Registration Number SC007949

Congregation Reference No: 251528

Contact Address:

Trustees

Minister

Kirk Session

Congregational Board

Principal Office-bearers

Minister:

Session Clerk

Clerk to the Board:

Church Treasurer:

Independent Examiner

Bankers

The Royal Bank of Scotland plc
(C) 23/25 Rosslyn Street
Kirkcaldy
Fife KY1 3HW

Trustees' Annual Report

Year ended 31 December 2023

Structure, Governance and Management

Governing Document

The Church is administered in accordance with the terms of the Model Deed of Constitution.

Recruitment and Appointment of Trustees

Members of the Kirk Session and the Congregational Board 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. The Congregational Board is appointed from within the congregation and members of the congregation are invited to nominate individuals who are believed to have the skills and commitment to contribute to the management affairs of the Church, to become members of the Board. Board Members are then appointed at the Stated Annual Meeting and serve for a period of three years after which they must seek re-election.

Organisational Structure

The Congregational Board is chaired by the minister and meets eight times in a year. The Kirk Session which meets eight times a year is responsible for spiritual affairs within the church.

Objectives and Activities

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

The congregation celebrates the Sacrament of Holy Communion four times per year, there are special family services at Easter and Christmas, and a special Bereavement Service is held in the autumn each year. This year we have held regular Cafe Church services which have been well attended. We join with the local branch of the British Legion for Armistice Service at the local War Memorial and later in the Church. Other organisations which help us to serve the community are the Guild, the Knitting Group and Women's Group.

Achievements and Performance

We do not record attendances at the above services, however, they are all well received and attended by members of the congregation and other people from the community.

During this past year we have been able to conduct Christmas and Easter Services within local Care Homes. Our minister has been back in local Primary Schools and Nurseries where she has spent class time with pupils, shared the Christmas Story and been involved in Assemblies. We have continued to share in Bible Studies, including a weekly zoom session with our friends from Trinidad, and Lent Bible Studies with members of Buckhaven and Wemyss Church. We have continued to develop our outreach through participation in the local 'Doon the Dam' Project with other local community groups. We have been actively involved with the Rainbow Group and Connect in partnership with Wellesley Church and others. Other joint ventures have included Holy Week Services and the World Day of Prayer, and participation in the Chaplaincy Team at Levenmouth Academy. During this past year we have been involved in discussions about our likely

Trustees' Annual Report (cont)

Year ended 31 December 2023

Financial Review

The main sources of income for the church come from Weekly Offerings and anonymous donations, funeral donations and wedding fees, regular fund raising, and rental of church hall to young people's groups. A claim for Gift Aid relating to 2022/23 accounts has been made in the current year. The designated Reserve Fund shows an increase of £1881 due to maintenance costs being met from General Fund.

Reserves Policy

It is the Trustees policy to hold reserves covering for anticipated expenditure in the first six months of any year this includes designated funds. At the end of the year the Church had £24,155 of cash funds of which £10,670 was designated for Reserve, £2,504 for designated Guild expenses, projects and affiliation fees and £336 for designated Women's Group expenses. The remaining balance of £9,950 is the equivalent of six months expenditure.

The church also held £695 of restricted funds which have been provided for the purposes specified in Note 2

Statement of Trustees' Responsibilities

The members of the Kirk Session / Congregational Board must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Church during the financial year. The members of the Kirk Session / Congregational Board are responsible for keeping proper accounting records which, on request, must reflect the financial position of the Church at that time. This must be done to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the Regulations Anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007. They are also responsible for safeguarding the assets of the Church and must take reasonable steps for the prevention and/or detection of fraud and other

Approved by the Trustees and signed on their behalf,



Session Clerk

Date: 21/03/24

Independent Examiner's Report to the Trustees of Methilhill and Denbeath Parish Church

I report on the accounts of the charity for the year ended 31st December 2023, which are set out on pages 5 to 9.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity trustees consider that the audit 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

An examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and 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 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 9 of the 2006 Accounts Regulations have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature

Name

Address

Date: 22/03/2024

Methilhill and Denbeath Parish Church
Receipts and Payments Account
Year ended 31 December 2023

		Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
<u>Receipts</u>	Note					
Donations		29,621	247	0	29,868	29,598
Legacies		0	0	0	0	0
Activities for Generating Funds		5,809	0	0	5,809	6,818
Bank & Deposit interest		137	0	0	137	24
Investment income		0	0	0	0	0
		<u>35,567</u>	<u>247</u>	<u>0</u>	<u>35,814</u>	<u>36,440</u>
Rental of premises		6,128	0	0	6,128	6,074
Sale of assets		0	0	0	0	0
Sale of investments		0	0	0	0	0
Grants		250	0	0	250	2,570
Receipts from General Trustees		60	0	0	60	55
Receipts from other charitable activities		0	1,262	0	1,262	1,026
Transfer of Union Balance		0	0	0	0	0
Other Receipts		0	0	0	0	0
<u>Total Receipts</u>	3	<u>42,005</u>	<u>1,509</u>	<u>0</u>	<u>43,514</u>	<u>46,165</u>
<u>Payments</u>						
Costs of generating funds		482	0	0	482	136
Charitable activities		43,738	411	0	44,149	41,531
Grant and donations	6	0	1,262	0	1,262	0
Governance costs		25	0	0	25	25
<u>Total Payments</u>	4	<u>44,245</u>	<u>1,673</u>	<u>0</u>	<u>45,918</u>	<u>41,692</u>
Excess of Receipts over Payments for the year before transfers		<u>(2,240)</u>	<u>(164)</u>	<u>0</u>	<u>(2,404)</u>	<u>4,473</u>
Transfers		(30)	30	0	0	0
Excess of Receipts over Payments for the year		<u>(2,270)</u>	<u>(134)</u>	<u>0</u>	<u>(2,404)</u>	<u>4,473</u>

Methilhill and Denbeath Parish Church

Statement of Balances

At 31 December 2023

		Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
	Note					
<u>Bank & Deposit Balances</u>						
Bank & deposit balances brought forward	2	25,730	829	0	26,559	22,086
<u>Movement in year:</u>						
Excess of Receipts over Payments for the year		(2,270)	(134)	0	(2,404)	4,473
Bank & deposit balances carried forward		23,460	695	0	24,155	26,559
<u>Investments at market value</u>		0	0	0	0	0
<u>Assets</u>						
Gift Aid Receivable		2,614	0	0	2,614	2,606
<u>Liabilities</u>						
Cost of repair not yet billed		0	0	0	0	0

The accounts were approved by the Kirk Session and Financial Board on 21/03/24.

For and on behalf of the Kirk Session and Financial Board

Session Clerk

Treasurer

Methilhill and Denbeath Parish Church

Statement of Balances

Notes to the Accounts

1. Trustee Remuneration and Related Party Transactions

During the year, 3 trustees received reimbursement of expenses totalling £2850. This includes £1492 Minister's expenses and Council Tax. In addition, [REDACTED] who is a member of the Kirk Session, received £1136 for providing her services as Church Officer during the year and [REDACTED], who is also a member of the Kirk Session, received £80 for Secretary's Expenses for her role in the Womens Group.

2. Movements in Funds

	At 1 Jan 2023 £	Receipts £	Payments £	Transfers £	At 31 Dec 2023 £
Unrestricted funds					
Designated Fabric Fund	8,789	1,881	0	0	10,670
Designated Guild Fund	2,620	1,761	1,277	(600)	2,504
Designated Women's Group Fund	472	1,792	1,748	(180)	336
General Fund	13,849	36,571	41,220	750	9,950
	<u>25,730</u>	<u>42,005</u>	<u>44,245</u>	<u>(30)</u>	<u>23,460</u>
Restricted funds					
Flower Fund	281	185	235	30	261
Visitors' Fund	548	62	176	0	434
Collection for Third Parties	0	1,262	1,262	0	0
	<u>829</u>	<u>1,509</u>	<u>1,673</u>	<u>30</u>	<u>695</u>
Endowment funds					
	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total funds	<u>26,559</u>	<u>43,514</u>	<u>45,918</u>	<u>0</u>	<u>24,155</u>

Purposes of Designated Funds

Reserve Fund: The Trustees agreed that Fabric Fund name be changed to Reserve Fund. Repairs etc; be paid from General Fund and money transferred from Reserve when necessary.

Guild Fund: The Trustees have set aside funds for Guild expenses, projects, and affiliation fees.

Women's Group Fund: The Trustees have set aside funds for Women's Group expenses.

Purposes of Restricted Funds

Flower Fund: This is a fund to provide flowers for display during services of worship.

Visitors Fund: This is a fund to provide gifts for senior members at Christmas and a meal and a concert in the Autumn each year.

		Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
	Note					
Analysis of Donations						
WFO Scheme (non Gift Aid)		7,838	0	0	7,838	7,993
Gift Aid Donations		6,017	0	0	6,017	6,137
Tax Recovered on Gift Aid Donations		3,546	0	0	3,546	3,517
Ordinary Offerings (Open Plate)		2,745	0	0	2,745	2,770
Other Offerings, Donations etc		21,859	1,509	0	23,368	25,748
		<u>42,005</u>	<u>1,509</u>	<u>0</u>	<u>43,514</u>	<u>46,165</u>
Analysis of Other Income						
Life and Work Donations		0	0	0	0	0
Utility Refunds/Insurance Claim		0	0	0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3. Total Receipts	3	<u>42,005</u>	<u>1,509</u>	<u>0</u>	<u>43,514</u>	<u>46,165</u>
Analysis of Payments						
Costs of generating funds						
Investment Managers' fees		0	0	0	0	0
Offering envelopes		0	0	0	0	136
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>136</u>
Charitable activities						
Ministries & Mission allocation	5	14,935	0	0	14,935	19,822
Presbytery dues		961	0	0	961	944
Voluntary Additional Stipend		0	0	0	0	0
Minister's expenses		240	0	0	240	284
Ministerial Assistance		0	0	0	0	313
Pulpit supply		0	0	0	0	240
Other staffing costs		2,896	0	0	2,896	2,896
Fabric repairs & maintenance		14,466	0	0	14,466	5,581
Council Tax		1,394	0	0	1,394	1,209
Heat and light		2,322	0	0	2,322	2,636
Insurance		2,153	0	0	2,153	1,994
Other building costs		0	0	0	0	0
Church office expenses		0	0	0	0	0
Organ & music		0	0	0	0	0
Printing, stationery and postage		40	0	0	40	246
Other expenses		4,813	1,673	0	6,486	5,366
		<u>44,220</u>	<u>1,673</u>	<u>0</u>	<u>45,893</u>	<u>41,531</u>
Governance costs						
Independent examiner's fees		25	0	0	25	25
4. Total Payments	4	<u>44,245</u>	<u>1,673</u>	<u>0</u>	<u>45,918</u>	<u>41,692</u>

5. Minister's Stipend

All Church of Scotland congregations contribute to the National Stipend Fund which bears the cost of all minister's stipends and employer's contributions for national insurance, pension and housing and loan fund. For the year under review the minimum stipend was £30,135 and the maximum stipend (in the fifth and subsequent years £37,032.)

For 2023, the gross M&M contribution was £19,135 less Stipend Endowment Income of £4,200 resulting in a net Giving to Grow contribution of £14,935.

6. Collections for Third Parties

	2023 £	2022 £
Christian Aid	426	146
Turkey/Syria Appeal	236	0
Poppy Scotland	64	50
Women's Aid (In lieu of Christmas Parcels)	0	230
Levenmouth Foodbank	56	60
Frontline Fife (Christmas Eve)	0	270
Ukraine Appeal	0	270
Doon the Dam	480	0
	<u>1,262</u>	<u>1,026</u>

APPENDIX

FUNDS HELD ON BEHALF OF THE CONGREGATION BY THE CHURCH OF SCOTLAND GENERAL TRUSTEES

	2023 £	2022 £
<u>CAPITAL ACCOUNT</u>		
Credit Balances held at 31 December at cost		
Consolidated Fabric Fund (Traditionally Mixed Fund)	<u>31,872</u>	<u>31,355</u>
Market Value of Balances at 31 December	<u>22,204</u>	<u>27,335</u>
<u>REVENUE ACCOUNT</u>		
Credit Balance at 31 December	<u>2,101</u>	<u>4,279</u>