

ALL SAINTS EPISCOPAL CHURCH, LOCKERBIE

Annual Report and Accounts for the year ended 30 September 2015

1. Administrative Information:

Principal Address All Saints Episcopal Church, 3 Ashgrove terrace, Lockerbie DG11 2BQ.

Website www.lockerbieanglican.org

**Charity Trustees
(Vestry Members)** Rev'd Martin Callaghan, Rector
Rev'd John Macleod Associate Priest
David Rose, People's Warden and Lay Representative
Ronald Ritchie, Hon Secretary
Ian Stewart, Rector's Warden and Hon Treasurer
Margaret Buchanan
Elizabeth McDonnell
Marjorie McGregor
Chris Shone, Property Convener
Kath Leadbetter

Officer for the Protection of Children

And Vulnerable Adults Pauline Rose

Bankers Royal Bank of Scotland, 47 High Street, Lockerbie DG11 2JH

Solicitors McJarrow & Stevenson, 55 High Street, Lockerbie DG11 2JH

Independent Examiner Thomas McCreadie Riddet CA, Armstrong Watson, 51 Rae Street, Dumfries DG1 1JD.

2. Annual report of the Members of the Vestry

Introduction

The Vestry is pleased to present the annual accounts of All Saints for the year to 30 September 2015.

We are a small, friendly congregation whose objective is to advance the mission of the Christian Church in Lockerbie and the surrounding district through worship, service and fellowship. We aim to do this through supporting existing church members, welcoming new members and visitors and cooperating with the other Churches in the Annandale Group, in the Galloway Region, in the Diocese, and where the opportunity arises, with the members of other denominations in our area.

We particularly value our links with the Episcopal Churches at Moffat, Annan, Eastriggs and Gretna, who along with All Saints, make up the Annandale Group. All ministry costs are shared between the five Churches on the basis of an agreed formula which reflects ability to pay.

The Church is fully accessible and has disabled toilet facilities and a hearing loop system.

This annual report and accounts presents a summary of our financial activities during the year and gives an overview of the general activities which have taken place in the life of the Church in the past year.

Activities and Achievements

During the year we have continued with our Eucharist service at 11.15am each Sunday. This is normally led by the Associate Priest, Rev'd John Macleod, on the 1st, 2nd and 4th Sundays of each month and by the Rector, Rev'd Martin Callaghan, on the 3rd and 5th Sundays. We have also been pleased to have some services led by other members of the Ministry team, by visiting ministers and by lay readers. We also have a said Eucharist each Thursday at 4.00pm.

We have continued with our planning to replace the pews with chairs which will not only be more comfortable but, in the absence of a Church hall, will enable us to adapt the Church for a variety of uses. In order to let the congregation have a preview of the proposal, four pews at one side at the back of the Church have been removed and replaced with chairs kindly lent by All Saints Gretna. This was well received by the congregation who voted unanimously to proceed with the proposal. The Diocesan Property Committee and the Bishop have to give approval before we can proceed and meeting their requirements has proved to be burdensome. At the moment consent has been withheld until details of the arrangements to replace the current under pew tubular heaters are finalised.

For many years our main fund raising event has been the annual coffee morning. It has become increasingly challenging to run this event due to decreasing membership and the lack of younger helpers and it has also been evident that the numbers attending coffee mornings in Lockerbie has been declining. Consequently the Vestry has taken the decision to discontinue this event and instead will organise a Gift Day which it is hoped will be generously supported by members.

It was the turn of All Saints to host the Kirkin' of the Cornet ceremony as part of the annual Lockerbie Gala and Riding of the Marches and a good turnout of the principals, the pipe band and supporters attended our service and we provided refreshments following the service which was much appreciated.

We had two special collections during the year and raised £215 for the Bishop's lent Appeal to go towards ministry training and a further £215 for the Christian Aid Appeal for the victims of the Nepal Earthquake. The vestry added a further £200 from Church funds so a total of £415 was sent to Christian Aid.

Financial Performance

We achieved a surplus of £1,620 over the year which again will help towards the cost of the new seating. However several members have passed away or moved away over the past couple of years and unless income can be increased through giving or fund raising the Vestry anticipates having to start drawing on reserves.

Reserves

Our reserves are all unrestricted. The value of our investments declined over the year but as that merely represents a snapshot at a particular time this is not a matter of concern. The Vestry is content that our reserves are adequate meantime although continues to be aware that if we have to draw on our reserves to meet day to day expenditure our investment income will decline which will add to our difficulties.

Structure, Governance and Management

All Saints is an unincorporated association, governed by a constitution which was last amended in 2004. As a member congregation of the United Diocese of Glasgow & Galloway in the Scottish Episcopal Church, it is also governed by Canon Law of the Scottish Episcopal Church. The management team of the Church is known as the Vestry. For the purposes of charities law, the members of the Vestry are the Charity Trustees of the Church. Details of the Vestry members are given on the front page.

Apart from the Rector, the Associate Priest and the Priest's Warden the other Vestry members are elected by the congregation in annual meeting. The Lay Representative and the People's Warden are elected annually whilst at least two of the ordinary Vestry members must retire annually but are eligible for re-election. The Vestry is chaired by the Rector or the Associate Priest.

New Vestry members are given an induction pack outlining their role and responsibilities. The treasurer regularly updates other members of the Vestry on relevant changes in legislation and best practice relating to charities.

Vestry Responsibilities

The Vestry are responsible for managing and safeguarding the assets of the Church and assisting the Rector and Associate Priest in matters affecting the spiritual welfare of the congregation. They are also responsible for keeping proper accounting records and ensuring that the accounts are prepared 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 regularly considers the risks faced by All Saints and ensures that appropriate risk management procedures are in place to mitigate those risks.

Relationship with Diocese and Province

All Saints is supported by the Diocese and the Province through the pastoral oversight of the Bishop, central support functions provided at Diocesan level, and grants from central funds. The Church is represented at Diocesan level by the Rector, Associate Priest and the Lay representative. As a member of the Scottish Episcopal Church All Saints has an obligation to contribute to the costs of the Diocese and the Province through payment of an annual quota. This amount is based on the relative level of our income in comparison with other Churches in the Diocese and the Province.

Conclusion

The members of the Vestry would like to thank all those who contribute their time, energy and money so generously to ensure the continuation and development of All Saints as a centre of worship and an important part of the Christian life of the Lockerbie District.

On behalf of the Trustees

Rev'd John Macleod. 14 October 2015.

3. Independent Examiner’s Report to the Trustees of All Saints Episcopal Church, Lockerbie

I report on the accounts of the charity for the year ended 30th September 2015 as set out on pages 5 to 7.

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 2006as 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 report.

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with 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.

..... Thomas McCreadie Riddet CA.

16th October 2015.

Address of Independent Examiner: Armstrong Watson, Chartered Accountants,
51 Rae Street, Dumfries DG1 1JD.

4. Receipts and Payments Account for the year ended 30 September 2015

	Notes	2015 £	2014 £
Receipts			
Donations	2	18,170	20,612
Fundraising	3	1,330	1,788
Investments	4	4,918	4,662
Grants			200
<i>Total Receipts</i>		<u>24,418</u>	<u>27,262</u>
Payments			
Payments relating to Charitable Activities	5	22,394	20,905
Expenses of fundraising activities		114	75
Grants and donations	6	200	516
Governance costs		90	86
<i>Total Payments</i>		<u>22,798</u>	<u>21,582</u>
Surplus/ deficit(-) for the year		1,620	5,680

5. Statement of balances as at 30 September 2015

		2015 £	2014 £
Cash at Bank			
Balance at beginning of year		17,207	11,527
Surplus/(deficit)for year		1,620	5,680
<i>Total cash funds at end of year</i>		<u>18,827</u>	<u>17,207</u>
Comprising	Royal Bank of Scotland	3,322	4,238
	Cambridge & Counties Bank	9505	9,969
	Virgin Money	6000	3,000
		<u>18,827</u>	<u>17,207</u>
Investments			
Market Value at beginning of year		99,145	94,292
Unrealised gain/(loss) in year		- 3,852	4,853
<i>Market value at end of year</i>		<u>95,293</u>	<u>99,145</u>
2,800 Merchants Trust		11,802	13,524
4,580 M&G Charifund Income Units		63,812	65,938
1,507 SEC Unit Trust Pool (value at 31 August 2013)		19,679	19,683
<i>Market Value at end of Year</i>		<u>95,293</u>	<u>99,145</u>
General Fund Balance			
At beginning of year		116,352	105,819
Cash surplus/deficit for year		1,620	5,680
Movements in investments		- 3,852	4,853
		<u>114,120</u>	<u>116,352</u>
Other Assets and Liabilities - for information only			
Assets	Debtor - estimated tax back on Gift Aid	1,400	1,700
Liabilities		0	0

On behalf of the Trustees

Rev'd John Macleod on behalf of the Vestry. 14 October 2015.

3. Fundraising	2015	2014
	£	£
Coffee morning	1,261	991
Silent Auction at Elshieshields	0	797
Church Open Day	<u>69</u>	<u>0</u>
	<u>1,330</u>	<u>1,788</u>

4. Investments	2015	2014
	£	£
Bank interest	366	244
Dividends	<u>4,552</u>	<u>4,418</u>
	<u>4,918</u>	<u>4,662</u>

5. Payments relating to Charitable Activities	2015	2014
	£	£
Share of Annandale Group Ministry costs	14,805	13,883
Provincial & Diocesan Quota	2,550	2485
Insurance	961	972
Electricity	1,200	1,208
Church property maintenance	902	708
Quinquennial Electrical Inspection	0	315
Organist	0	0
Cleaner	729	717
Church supplies	494	333
Printing, stationery, advertising, postage and books	345	159
Growth Strategy	31	89
Presentations	34	36
Pew bibles and Liturgy books	309	0
Sundry	<u>34</u>	<u>0</u>
	<u>22,394</u>	<u>20,905</u>

6. Grants and donations	2015	2014
	£	£
Mission to Seafarers	0	250
Water Aid	0	250
Help for Heroes	0	16
Christian Aid – Nepal earthquake	<u>200</u>	<u>0</u>
	<u>200</u>	<u>516</u>

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. However the Rector and the Associate Priest received stipend from the Annandale Group in accordance with the SEC approved rate. The amount of the stipends for the year can be found in the appendix. The amount paid for travelling expenses can also be found in the appendix. As is customary both priests also occupy Rectories on a rent free basis. The Council Tax on the Rectories is also met by the Group. Ronald Ritchie was paid £729 in his capacity as Church cleaner.

