

ALL SAINTS EPISCOPAL CHURCH, LOCKERBIE

Annual Report and Accounts for the year ended 30 September 2019

1. Administrative Information:

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

Website www.lockerbieanglican.org

Charity Trustees Rev'd Paul Singh J R, Rector (wef 9 August)
(Vestry Members) David Rose, People's Warden and Lay Representative
Ian Stewart, Rector's Warden and Hon Treasurer
Margaret Buchanan
Elizabeth McDonnell Hon Secretary
Lynne Prhal
Malcolm Bell Macdonald (elected 25 November)

Officer for the Protection of Children

And Vulnerable Adults Pauline Rose

Bankers Royal Bank of Scotland, 151 High Street, Dumfries DG1 2CA

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

Independent Examiner Karen Rae, FCCA, Armstrong Watson Audit Limited, 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 2019.

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, working closely with our sister Church, St John the Evangelist in Moffat, and in cooperation with the Galloway Region, the Diocese, and where the opportunity arises, with the members of other denominations in our area.

From 1 January 1998 until 4 October 2018 we were part of the Annandale Group of Episcopal Churches along with Churches in Annan, Eastriggs, Gretna and Moffat. It was decided last year that Lockerbie and Moffat should form a new linked charge with our own full time Rector and we look forward to a long and fruitful partnership with Moffat.

The Church is fully accessible and has disabled toilet facilities, a hearing loop system and now a new sound 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. As the post of Rector was vacant for most of the year we are very grateful to the clergy who have generously given of their time to take these services. We also have a said Eucharist on Thursday at 4.00pm and this was normally led by a member of the congregation during the vacancy..

Taize services have continued to be held on a monthly basis and these continue to grow in popularity and attract people from other denominations. These services are now being very ably led at All Saints by a lay member of the congregation.

We have continued to make good use of the flexible Church seating for meetings and events. Our links with the schools have continued, albeit at a lower level of activity during the vacancy. With the appointment of our new Rector we look forward to being able to further develop our school links. We have also continued to support the food bank organised by the Salvation Army and the annual Christmas shoebox scheme.

During the year we have been implementing some of the recommendations in the quinquennial reports on the Church and the Rectory. We have also installed a very efficient sound system in the Church which ensures that everyone can hear the service clearly.

Much of the time and energy of the Vestry during the year was devoted to the search for a Rector. The recruitment process has ended in a resounding success with the appointment of Rev's Paul Singh JR. Paul along with his wife, Abida, and their two sons, Kegan and Kevan, moved into the Rectory on 9 August and they have quickly established themselves in the congregations at Lockerbie and Moffat.

Financial Performance

As we did not have to pay stipend, pension and other related costs during most of the financial year our receipts exceeded payment by £7,109. Together with last year's surplus of £4,754 this has been added to reserves which we shall be drawing down in the coming years to help pay for our share of a full time Rector. Our members have continued to donate generously and we hope to see our numbers grow in the years ahead which will assist to limit the need to draw on our reserves.

Reserves

Our reserves are all unrestricted. Due to the above surplus together with a small appreciation in the market value of our investments our reserves increased during the year by £7,588 to £144,900. Although these reserves are significant in relation to our annual turnover the Vestry has agreed to meet our apportioned share of the costs of the new Rector which could require a draw of about £4,000 per annum from reserves.

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 and the Rector'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.

New Vestry members are given an induction pack outlining their role and responsibilities. The treasurer regularly updates 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 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.

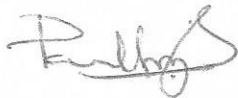
Relationship with Diocese and Province

All Saints' is supported by the Diocese and the Province through the pastoral oversight of the Bishop and central support functions provided at Diocesan level. The Church is represented at Diocesan level by the Rector 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. The Vestry look forward to working with the new Rector in order to grow the congregation and make All Saints' a happy place to which people will want to come.

On behalf of the Trustees



Rector on behalf of the Vestry. 12 October 2019.

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 2019 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 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 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.

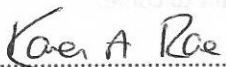
Independent examiner's statement.

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.

 Karen Rae FCCA.

25 October 2019.

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 2019

	Notes	2019 £	2018 £
Receipts			
Donations	2	16,020	15,802
Legacy		-	5,000
Fundraising	3	1,660	1,461
Investments	4	5,751	5,232
Grants		267	0
Total Receipts		23,698	27,495
Payments			
Payments relating to Charitable Activities	5	15,977	22,441
Expenses of fundraising activities		-	0
Grants and donations	6	300	0
Governance costs		312	300
Total Payments		16,589	22,741
Surplus/ deficit(-) for the year		7,109	4,754

5. Statement of balances as at 30 September 2019

	2019 £	2018 £
Cash at Bank		
Balance at beginning of year	20,528	15,774
Surplus/(deficit)for year	7,109	4,754
Total cash funds at end of year	27,637	20,528
Comprising		
Royal Bank of Scotland	4,235	2,851
Cambridge & Counties Bank	9,902	9,046
Virgin Money	13,500	8,500
Cash in hand	-	131
	27,637	20,528
Investments		
Market Value at beginning of year	116,784	114,458
Unrealised gain/(loss) in year	479	2,326
Market value at end of year	117,263	116,784
2,800 Merchants Trust	13,748	14,224
4,580 M&G Charifund Income Units	72,663	72,755
1,507 SEC Unit Trust Pool (value at 31 August 2019)	30,852	29,805
Market Value at end of Year	117,263	116,784
General Fund Balance		
At beginning of year	137,312	130,232
Cash surplus/deficit for year	7,109	4,754
Movements in investments	479	2,326
	144,900	137,312
Other Assets and Liabilities - for information only		
Assets		
Debtor - estimated tax back on Gift Aid	1,500	1,500
Liabilities	0	0

On behalf of the Trustees



Rector 12 October 2019

5. Notes to the Accounts

1. Accounting Policies

Basis of preparation

The accounts have been prepared on a receipts and payments basis. They consist of a summary of all moneys received and paid via the bank and in cash during the financial year, along with a statement of balances. No adjustments have been made for any income due but not received, nor for any expenses incurred but not yet paid at the year end. Except for investments fixed assets are not capitalised.

Restricted Funds

All funds are unrestricted.

Joint Costs

All Saints' Lockerbie and St John's Moffat ceased to be members of the Annandale Group with effect from 5 October 2018 and Appendix A shows the small number of transactions during the first four days of the financial year together with the allocation of the Group surplus. From 5 October 2018 All Saints' and St John's formed a new Joint Charge and appointed a full time Rector with effect from 9 August 2019. In the first instance ministry costs are shared 40% Lockerbie and 60% Moffat and this will be regularly reviewed taking account of the relative income and capital of each charge.

Buildings

Neither the Church nor the rectory is included in the statement of balances. The Vestry believe that it is not possible to place an accurate market value on the Church. Insurance values are Church and contents £2.704 million and rectory £344,243

Special collections

During the year the following special collections were made:

	2019	2018
	£	£
Retiring clergy	500	400
Bishop's Lent Appeal	167	316

2. Donations

	2019	2018
	£	£
FWO envelopes	6,654	6,681
Open Plate	988	1261
Banker's orders	2,410	2,705
White Gift Aid envelopes	45	45
Tax recovered on Gift Aid	3,222	2,910
Donations	2,626	2,201
Weddings, baptisms and funerals	75	0
	16,020	15,803

3. Fundraising

	2019	2018
	£	£
Gift Day	800	820
Coffee Morning	506	280
Concert	313	110
Christmas cards	29	69
Gospel of St Mark	0	182
Sundry	12	
	<u>1,660</u>	<u>1461</u>

4. Investments

	2019	2018
	£	£
Bank interest	446	234
Dividends	5305	4,998
	<u>5751</u>	<u>5,232</u>

5. Payments relating to Charitable Activities

	2019	2018
	£	£
Share of Ministry costs	7,056	14,371
Provincial & Diocesan Quota	2,403	2,427
Insurance	993	995
Electricity	1,104	1624
Church property maintenance	1,050	769
Quinquennial Survey	-	822
Cleaner	-	127
Church supplies	176	478
Printing, stationery and advertising	236	238
Sound system	2,777	0
Presentations	105	52
Replacement of pews with chairs	-	466
Sundry	77	71
	<u>15,977</u>	<u>22,440</u>

6. Grants and Donations

	2019	2018
	£	£
Food Train	150	0
Lockerbie Scout Group	150	0

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 received stipend from the Joint Charge in accordance with the SEC approved rate. The amount of stipend for the year together with the amount of travel expenses can be found in appendix B. As is customary the Rector also occupies the Rectory on a rent free basis. The Council tax on the Rectory is also met by the Group.

Appendix A

**ANNANDALE GROUP OF EPISCOPAL CHURCHES
Final Shared Ministry Account for period 1-4 October 2018**

	£	£
<u>1. Balance brought forward 1 October 2018</u>		15,046
<u>2. Transactions 1-4 October</u>		
Rev'd Martin Callaghan travel	94	
Rev'd Martin Callaghan telephone	7	
Rev'd Steven Ballard - Eastriggs 30 Sept	66	
Lockerbie Rectory gas/electric Sept	28	
	<u>195</u>	
Less quinquennial inspection grant	133	
Net transactions		62
<u>3. Final credit balance</u>		<u>14,984</u>

4. Allocation

St John's Annan		2,231
St John's Eastriggs		1,161
All Saints' Gretna		2,847
All Saints' Lockerbie & St John's Moffat		8,745
		<u>14,984</u>

5. Transactions on Behalf of Annandale Group Post 4 October 2018

Stipend		10,899
Council Tax		1,218
Telephone		220
		<u>12,337</u>
Refunded by Diocese		12,367
		<u>0</u>

Appendix B

SCOTTISH EPISCOPAL CHURCH - DIOCESE OF GLASGOW & GALLOWAY

Linked Charge of All Saints' Lockerbie and St John the Evangelist Moffat

Ministry Account for the Period 5 October 2018 - 30 September 2019

	Actual 2019 £	Budget 2020 £
<u>Payments</u>		
Stipend 9 August - 30 September	3,874	26,868
Pension	1,131	8,651
Travel	0	2,700
Council Tax	276	3,230
Telephone	17	600
Locums	2,898	750
Rectory Insurance	786	450
Rectory gas/electric whilst vacant	627	0
Recruitment - Advertising	439	0
Interview expenses	161	0
Cost of Visa	7,892	0
Institution	704	0
Relocation allowance	500	0
Furniture for Rectory	632	0
Purchase of printer, stationery, postages, etc	178	300
Rectory maintenance	749	1,500
	<hr/>	<hr/>
	20,863	45,049
 <u>Receipts</u>		
Contribution from St John's	9,610	27,029
Contribution from All Saints'	7,056	18,020
	<hr/>	<hr/>
	16,666	45,049
 Deficit for Year		
	4,197	0
Share of surplus transferred from Annandale Group	8,745	
Surplus carried forward to 2019/20	<hr/>	
	4,548	