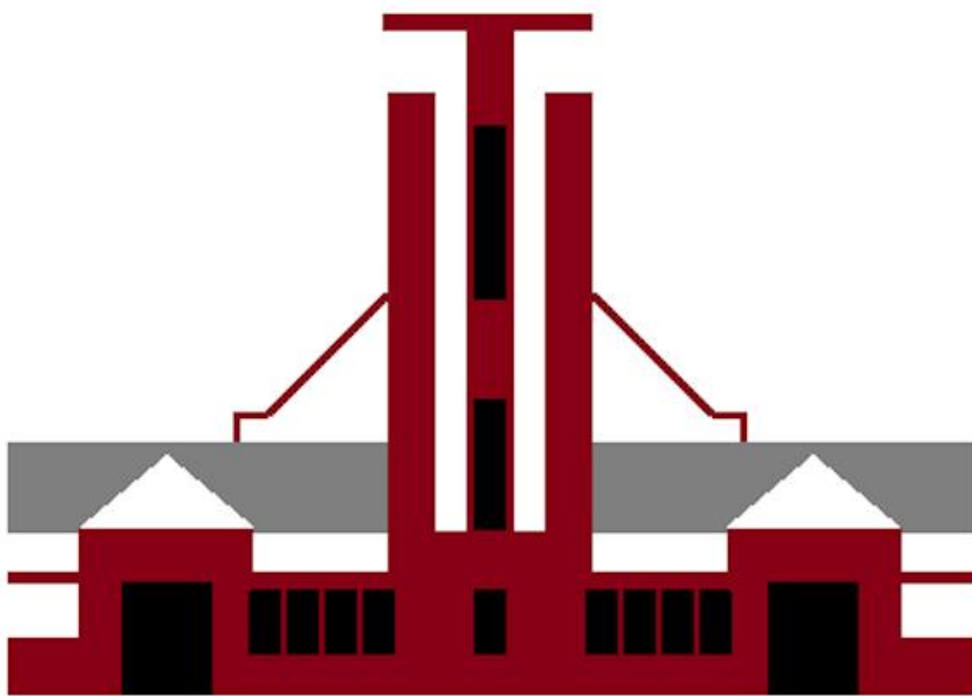


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# Wilson Memorial Church

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**United Free Church of Scotland**



**ANNUAL REPORT - 2018**

## **Annual General Meeting**

Thursday, February 28, 2019 - 7:00pm

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*...at the **heart** of the community we serve*

# **AGENDA**

## **CONSTITUTION OF MEETING**

Mission Praise #428 vv.1-4

Prayer

## **APPROVE AGENDA**

## **APPROVE/AMEND MINUTES OF 2018 AGM (Pg. 1-2)**

## **REPORTS**

### **LEADERSHIP:**

Kirk Session (Pg. 3-4)

Motion: Adopt Report of Kirk Session

Congregational Board (Pg. 5)

Election of Board Members

Motion: Adopt Report of Congregational Board

### **MINISTRY:**

Church School and Young People (Pg. 6)

Bible Study (Pg. 6)

Men's Breakfast (Pg. 6)

Women's Association (Pg. 7)

Basics Bank (Pg. 8)

Film Society (Pg. 8)

Internet Communications and Media (Pg. 9-10)

Motion: Adopt Ministry Reports as circulated prior to AGM

### **STEWARDSHIP:**

Presentation of Financial Statements (Pg. 11-17)

Motion: Approve the 2018 Financial Statements

Auditors Opinion (Pg.18)

Motion: Approve the appointment of Auditor for 2019

Fabric (Pg. 19)

## **NEW BUSINESS**

## **CLOSING OF MEETING**

Moderators Remarks

Motions of Appreciation

Mission Praise #428 v.5

Benediction

## **Minutes of the Annual General Meeting held at Wilson Memorial on Wednesday, 21st March 2018**

Number Present – 20 members plus the Moderator

The Reverend Mike presiding.

The meeting was constituted with a reading from Romans Chapter 12 verses 1 and 2.

The Reverend Mike commented that we were 'on track' carrying out Gods will for the past, present and future. The meeting opened with the singing of hymn number 428 and a prayer.

### Apologies

Apologies were received from Mrs HB, Mrs RH, Mr GS, Mrs SW, Mr DW, Mr BR and Mrs PH.

### Minutes of AGM 2017

Copies of the Minutes of the Annual General Meeting held on Monday 27nd February 2017 had been made available to members of the congregation prior to the meeting. As no amendments were raised, the Minutes were accepted as written and approved for adoption; moved by Mr SV and seconded by Mr JB.

### Matters Arising

The Clerk to the Board advised that any matters arising would be covered in the relevant reports.

### Board Elections

The Clerk advised the meeting that Mr and Mrs T and Mr SV were due to retire by rotation after three years but all three were willing to stand for re-election. Mr IH proposed the re-election of all three and this was seconded by Mrs EP. The Reverend Mike mentioned that we had lost four people off the Congregational Board for various reasons and he would suggest an election in the not to distant future of new board members; an approach should be made to possible candidates. The congregational board were unanimous on this.

### Various Ministry Reports

The written reports had been distributed before the meeting, a copy of these are attached in booklet form.

In place of his report, the Treasurer DF gave a speech covering various aspects of the Balance Sheet at 31st December 2017; in addition, Mr SV spoke about the website possibilities and how this was developing.

### Approval of the Financial Statement

The Board Clerk asked for approval of the statement of accounts; the motion was moved by Mr GB and seconded by Mr KR and the accounts were adopted as approved.

### Auditor Election

The Treasurer sought and received approval of the Congregational Board to reappoint the independent auditor to examine the accounts for 2018. All in attendance were in favour.

### New Business

There was no new business.

### Moderators Comments

The Reverend Mike gave an address to the members and this covers what he said. He mentioned the mission statement where we were trying to provide an oasis of love and a sanctuary in a hectic world. He spoke about the vision where we were trying to reach the heart of the community. He also spoke about values speaking about faith, hope, love and inclusion/acceptance. He also emphasized that we should have a willingness to change and have a pragmatic approach to the above three objects, especially covering the pastoral care. The Reverend Mike concluded by thanking everyone, elders, board members, office bearers, church school leaders, women's association and all the congregation.

### Motions of Appreciation

It was decided that a motion of appreciation should be recorded as follows

Mrs VW - Basics Bank people

Mrs EP, Mr RB, Mrs JA – Mrs PH for the Manse Fellowship

Minister/ Mr SV – Mr GS

Mrs PC - Church School

Mrs VW - the three ladies who run The Women's Association.

At this point a rousing round of applause echoed through the small hall in appreciation of the work done by the aforementioned.

The meeting was concluded by singing a hymn and the moderator thanked everyone for their attendance and closed the meeting with a Benediction.

.....

Signed  
Moderator

.....

Signed  
Clerk

# REPORTS

## **KIRK SESSION**

*“Be shepherds of God’s flock that is under your care, serving as overseers, not because you must, but because you are willing.” (1 Peter 5:2)*

People say as we age time seems to speed up. Well that definitely feels true. Despite my poor memory I can easily recall standing here before you last year. In previous years I’ve listed the events we have held throughout the previous year. But through attending or by reading the newsletter you already know what the church has been doing over the past 12 months. So instead I am going to consider some contributions made to the life of our church since I last stood here at an AGM.

Mr AT and Mrs CL became members. We are delighted to welcome you both to this your spiritual home. Our membership stands at 102 and we are blessed with 25 adherents who we consider to be completely part of our church family.

Throughout this year several of our number have experienced difficult health problems – particularly Yvonne. It was heart-wrenching to receive the news from Canada over the summer. We can only guess at how awful it was. On one of my phone calls to Rev Mike I said how much we were praying and thinking of Mrs YM and out of blue, he said, “would you like to speak to her? She got out of hospital yesterday. She has been sleeping but there’s a chance she might be awake.” Mrs YM was, and Mike put her on the phone. Her first words were thanks to everyone for their prayers and then in characteristic understatement she said, “it’s been quite tough.” Two or three sentences were all she had strength for. We are all so relieved and thankful to see you looking so much better and back home.

There are others for whom this also has been a tough year. They won’t want me to mention names so I won’t. For each and every one of you, the Kirk Session and indeed everyone in your church family hope we have been a help and support. We plan to continue to be there for you. Indeed for that very reason the Kirk Session is performing an extensive review to see how we can care for each other more effectively. Just one of the simple measures we have taken is to ensure that we have emergency contacts for everyone. This review is not completed yet but we hope to have more to announce in coming months.

The Kirk Session are well aware of the telephone calls and the visits which happen quietly between members and friends. Those who help out with transport, with deliveries and messages, send birthday cards and good wishes. We heartily approve and would like to encourage you in helping in whatever way you are able. To each person to whom you show kindness you bring the hands, the voice, and the love of Christ. We value all you do.

Our church year of services, festivals and events is now well established with a full programme particularly at Christmas and Easter. This year during advent we had a series of lunches similar to last year’s Lenten lunches. Despite having just had surgery on his feet Mike gamely conducted these, leading us through a series of reflections drawing on Charles Dicken’s A Christmas Carol. All of these events and our weekly services would not be possible without those who work behind the scenes making tea, decorating the church, counting the collection, moving chairs and tables and a host of other tasks. These also rely on those who take part doing readings, singing, conducting games, and, of course, Gordon playing the church organ. More than this all the activities run by our church would be for naught without each of you who come along and gamely take part – whether it be singing hymns, wearing farmyard head gear at the Christmas family service, or sitting in solemn reflection as the candles are snuffed out at the Tennebrae service of shadows.

Each of the activities run in our church has a number of key people who organised and mobilise the rest of us. To those people, when you feel discouraged, we are here for you. If you need someone to listen, to pray with you or even someone to yell at, phone an Elder, speak to Mike. We value all you do.

The Kirk Session would also like to thank each child who comes along on Sunday and reminds us all that we too are children of God, and that fun and laughter are something wonderful that we must never lose. None of the adults have the enthusiasm to dance to the hymns but Annabel and Alana sometimes do. Never under-estimate the contribution you bring. We value all you do too. Our thanks to the young people – particularly to MH and BH. From soup lunches, to helping AC keep her juice and biscuits on her napkin, tickling younger children, scraping play dough out of the small hall carpet, you contribute much more than you ever realise. You are fully part of this your church.

Wonderful though our church building is, beautiful it may be, but it is merely a shell within which meet part of Wilson Memorial Church. To those who are housebound, or in care homes, you are also part of our church family. We value you. To those whose work or health often keeps them from joining in, we understand. Be with us when you can and don't worry about those times that you just can't come. Your worth does not depend on how often you can attend.

Everyone matters. So in the coming year, let us strive to live up to our mission statement – to be an oasis of community and love in a busy and chaotic world.

Mr GS  
Clerk to the Session

## **CONGREGATIONAL BOARD**

*“Choose from among you those who are full of the Spirit and wisdom...to look after the needs of the widows and orphans” (Paraphrase of Acts 6:1, 3)*

The congregation has continued to report various charities throughout the year and it is customary to note the recipients which are as follows.

Basics Bank (Cyrenians) £1,096

Dr Grahams Homes £550

Poppy Scotland £200

My father was Clerk to the congregational board in the 1950's/60's in Winchburgh Parish Church. I can still see him at the top table, smoking a cigarette with his fountain pen writing in a large bound minute book and keeping our errant minister in line. I am sure that he is aware what I am doing now with his approval. This will make a change as it was my academic bother who was the favourite.

This report cannot be presented without me thanking all the unpaid volunteers doing the gardening, cleaning, maintenance, making tea, counting cash and Basic Bank to name but a few. All know who they are. I must admit I am extremely humbled when I see the amount of work done by these volunteers; I'm encouraged, no inspired, to carry out the small numbers of duties which I myself perform.

In particular I would like to thank the congregational board for their regular attendance, usually about 16 each meeting which is held three monthly unless any urgent issues require immediate decisions. All matters are fully discussed, decisions arrived at with due care and attention. Incidentally, we are hoping to recruit 3 or 4 ladies to replace those who have left.

I would also like to thank all of you who have attended tonight at this annual general meeting; you make it all worthwhile.

It is an honour to be a member of the team as we work towards fulfilling our vision to be a church with *'a heart for the community we serve'*.

Mr DG  
Clerk to the Congregational Board

## **CHURCH SCHOOL AND YOUNG PEOPLE**

*“Fix these words of mine in your hearts and minds...teach them to your children, talking about them when you sit at home and when you walk along the road, when you lie down and when you get up.” (Deuteronomy 11:18-19)*

We have continued to use Godly Play on most Sunday mornings, but since the summer we have adapted our approach slightly. We start with an activity which gives the young people a chance to move around, as well as encouraging them to mix and interact with one another. We then go into the story, each of which uses some of the lovely Godly Play materials we have. If you enter the Church through the Small Hall, you might see some of these set out. Please feel free to take a closer look at them. The young people can handle these materials and play with them after the story to help to develop their understanding of the story. They can also choose to do a craft activity, draw, or look at the books we have available. We usually finish with our feast, which gives us another time to chat together.

If you are curious about Godly Play, it also has sessions for adults, and we are hoping to host a series called ‘Stories For The Soul’ this Spring, led by Mr. RK, the Children and Young People Development Worker of the United Free Church of Scotland.

We have about nine children and young people who attend regularly, and it is good to see others at family events, such as the Church Family Christmas Party, the Church Family Picnic, and the Pancake Supper.

Mrs PH  
On behalf of Church School Team

## **BIBLE STUDY**

*“Now to each one the manifestation of the Spirit is given for the common good.” (1 Corinthians 12:7)*

The Bible study group meets monthly in the small hall. Last year we studied the Gospel of John, which was very interesting and challenging. We have recently started a study about Spiritual Gifts. This is looking at passages from many different Books of the Bible, so it is quite a change from last year’s study. We have a regular attendance of around eight, and new members are always welcome.

Mrs PH  
Bible Study Leader

## **MEN’S BREAKFAST**

*“Jesus said to them: ‘Come and have breakfast’.” (John 21: 12)*

The Men’s Breakfast continues to meet at Morrisons Cafe at 8:30am on the last Saturday of every month. There is no agenda or expectation, except that of enjoying good conversation and company. All gentleman, young and older, are most welcome.

Mr GS  
Men’s Breakfast Coordinator



## **WOMEN'S ASSOCIATION**

*"How much better to get wisdom than to get gold, to get insight rather than silver!"*  
(Proverbs 16:16)

The Women's Association continues to meet every second Thursday at 2.00pm in the Small Hall with an average attendance of 20.

We finished our 2017/18 Syllabus with the ladies once again each doing an Easter floral display for the church. Our Annual General Meeting was held in April 2018 when we disbursed our funds (as reported in June "Inspire"). In June we met for a most enjoyable lunch at the Rockville.

We started our new Session on Thursday 13 September 2018 with a talk by Rev Mike on our theme for 2018/19 "Walking in Wisdom". We had two talks during this first half of our Syllabus, one given by Mr NL from the Bible Society and a talk on the work of Redwoods Caring Foundation. We had two very successful coffee mornings. The ladies once again helped out Mrs JA and Mrs MT by making Christmas Candle decorations for display in the church over the Christmas period. At our business meeting we disbursed monies to the two charities mentioned. Further disbursements will be made at our AGM in April 2019. Our 2019 Session started off on 10 January with a DVD about Portobello followed by our Burns Lunch on 24 January.

The WA are most grateful for all the support they receive from the members of the congregation. We sent off the wonderful total of 82 shoeboxes for Blythswood Care.

We have missed the company of Mrs RH and Mr IH once more during our meetings and keep them in our prayers together with Rev and Mrs Mike and one or two other members who were not able to be with us at all the meetings.

We are most grateful to Mr RB for having the hall ready for our meetings, especially during the cold winter months.

In our devotions we continue to pray for Rev and Mrs Mike, the Session, Board, Congregation and especially our young people and their Leaders, Mrs PH, Mr GS, and Mrs PC.

Mrs JA  
Women's Association President

## **BASICS BANK**

*"For I was hungry and you gave me something to eat, I was thirsty and you gave me something drink." (Matthew 25:35)*

The Basics Bank is working well. We have now been operating for over 7 years, which hardly seems possible. It is, however, unfortunate that this ministry is still needed in 2019, but we are grateful that we can continue to provide such an important and vital service to our community.

We are also continuing to receive very generous donations of food and money from local churches, schools, and businesses, in addition to the several individuals who support us on a regular basis.

Last year we said 'goodbye' to Z, our missionary partner from Edinburgh City Mission. We are so very grateful to Z for all her support and encouragement. Z is now working with Willowbrae Parish Church as a community worker. But we were equally delighted to welcome CP as our new missionary partner, and we look forward to many years of ministry together. The Edinburgh City Mission continue to give us a great deal of support, including training and guidance.

We would like to express our appreciation and thanks to all who support us throughout the year...we could not do it with your support. But, perhaps the biggest THANK YOU goes to our incredible team of volunteers, both from our own congregation, and from other congregations in the community.

If you haven't visited us yet, please do come along and enjoy a cup of tea and a chat.

Mrs PC, Mrs MT, Ms GR  
On behalf of the Basics Bank Team

## **FILM SOCIETY**

The Film Society normally gets between 16 and 20 people attending each month. The films this year have included "Goodbye Christopher Robin" about A. A. Milne and his son, "Darkest Hour" about Winston Churchill, and "The Man who invented Christmas" about Charles Dickens. Those who come enjoy the evening, which we round off with tea, coffee, biscuits and cake. If you want to come along you would be most welcome. Admission is free.

Mr GS  
Film Society Projectionist

## **INTERNET COMMUNICATIONS AND MEDIA**

### **Website : [www.wilsonmemorial.org.uk](http://www.wilsonmemorial.org.uk)**

The Wilson Memorial Church website has continued to grow in popularity with an increase in both visitors and views throughout 2018.

During the year we ran specific promotional programmes for Easter and Advent, along-with general updates to the What's On page. Additionally, we introduced special feature pages for Communion, the Bible Study, and the Baby Sensory class. Each week we post a regular update which includes a teaser advert for the weekly service and details of any events taking place in the coming week. At the start of each season we update the events programmes for the Women's Association, The Film Society, and the Men's Breakfast.

### **How has the site performed over the last year**

Every time an individual accesses our website, it is classed as a visit, then each page they look at is an individual view, so one visitor could generate several views each time they visit. During 2018, our site has been visited 1,433 times by viewers from 50 different countries, who have made 6,252 page viewings. The most popular day for site viewings this year was Thursday, when 20% of the viewings were made, and the most popular time was 12:00pm, when 8% of the viewings took place. We currently have 13 website followers, who receive an automatic email every time we post an update.

### **The ranking of views by country for 2018 is as per the following table:**

Country	Views		Country	Views		Country	Views
<b>UK</b>	<b>5,256</b>		Italy	5		Columbia	1
Canada	311		Puerto Rico	5		Bermuda	1
USA	278		Turkey	4		Thailand	1
South Korea	105		Philippines	4		Guatemala	1
Netherlands	56		Singapore	4		Benin	1
India	26		UAE	4		Czech Republic	1
Australia	26		South Africa	4		Portugal	1
Germany	17		Chile	4		Sri Lanka	1
Belgium	15		Austria	4		Oman	1
Brazil	15		Malaysia	3		Peru	1
Hong Kong	13		Mongolia	3		Hungary	1
China	13		Norway	3		Pakistan	1
France	12		Algeria	2		Russia	1
New Zealand	11		Vietnam	2		Togo	1
Spain	8		Switzerland	2		Mexico	1
Ireland	7		Poland	2		Jamaica	1
Indonesia	7		Denmark	2			

## The top 10 pages & posts viewed

Rank	Page / Post	Views
1	Home	1,937
2	About Us	480
3	What's On	432
4	Get In Touch	275
5	Helping Others	251
6	Gallery	213
7	What's (in) your mind?	102
8	AGM 2017 photo	70
9	Basics Bank podcast	67
10	Allotments vegetables photo	46



## Twitter : @PortobelloUF

Late in 2018 we launched on Twitter. Our twitter feed is linked to the website, so every time we post a news item on the website, it automatically posts an announcement on twitter. We also have a twitter feed on our website welcome page, which shows a live timeline of recent tweets. Generally tweets are a more informal way to broadcast a message, and are restricted to short statements with up to 4 photographs.

If someone likes a tweet, they can "like" it, "re-tweet" it, and even choose to "follow" us. So far we have had several of our tweets liked, and retweeted to over 7,000 twitter members. Twitter is a great way to send out short snappy messages, in an informal style, and can reach a wide audience very quickly.

## Facebook

Mr SK has started to develop a Facebook page for Wilson Memorial Church, and we hope to launch this in the next few months. We expect that this will increase our internet profile further and expand the internet outreach of our church. Further update announcements will be made when the facebook page is ready to go live.

Mr SV  
Webmaster

# **PORTOBELLO UNITED FREE CHURCH OF SCOTLAND**

Scottish Charity No. SC009637

A Congregation of the United Free Church of Scotland,  
Designated Religious Charity No. SC008167.

## **Congregational Report and Financial Statements**

**Year ending 31 December 2018**

**Principal Place of Worship and of Congregational activities:**

**Portobello Wilson Memorial UF Church  
127 Moira Terrace  
Edinburgh  
EH7 6VB**

## **Trustees, Office Bearers, and Members of the Courts of the Congregation**

**Minister** *Rev. Mike*

**Office Bearers**

Session Clerk	<i>Mr. G S</i>
Clerk to Board	<i>Mr. D G</i>
Treasurer	<i>Mr. D F</i>

**Property Trustees (ex Officio)** *Minister, Session Clerk, Clerk to Board, Treasurer*

**Kirk Session**

Minister	
Session Clerk	
Treasurer	
Elders:-	<i>Mrs. J A</i>
	<i>Mrs. M B</i>
	<i>Mrs. M B</i>
	<i>Mrs. P C</i>
	<i>Mrs. A V</i>
	<i>Mr. J B</i>
	<i>Mr. I H</i>
	<i>Mr. S K</i>
	<i>Mr. D L</i>
	<i>Mr. W R</i>

### **Congregational Board**

Minister	
Session Clerk	
Treasurer	
Elders	
Clerk to Board	
Members:-	<i>Mrs. M T</i>
	<i>Mr. N T</i>
	<i>Mr. S V</i>

**Bankers** *Royal Bank of Scotland*

**Independent Examiner** *Mr. R M*  
*Leith*

# **CONGREGATIONAL FINANCIAL REPORT YEAR TO 31 DECEMBER 201**

## **1. Constitution and Principal Activities**

The United Free Church of Scotland, with all the Churches of the Reformation, acknowledges as its Supreme Standard the Word of God contained in the Scriptures of the Old and New Testaments.

The Church holds as its Subordinate Standard the Westminster Confession of Faith; by its Declaratory Acts it recognises liberty of judgment on points of doctrine which do not enter into the substance of the faith; and it claims the right as duty may require, to interpret, add to, modify, or change her subordinate standards, under the promised guidance of the Holy Spirit, and with a direct responsibility to our Lord.

The Church approves the emphasis of the Declaratory Acts on the love of God for all mankind, the free offer of salvation to all, the obligation of the Universal Church to make known the Gospel throughout the world, and the renunciation of coercion, persecution and intolerance in matters of religion.

Accordingly, this Church accepts the obligation to witness to the truth of the Gospel and to serve men in the name of Christ with regard alike to their spiritual and material welfare, both at home and overseas.

## **2. Responsibilities of the Congregation**

As a Congregation of the United Free Church of Scotland this Congregation is under the jurisdiction and oversight of the superior courts of the Denomination i.e. the Presbytery of the East (in which this Congregation operates) and the General Assembly of the United Free Church in all matters pertaining to its spiritual and temporal (including financial) affairs. It seeks to exercise these obligations within its fellowship and to the people in the community of which it is part.

## **3. Responsibilities and Appointment of Office Bearers**

All matters affecting the spiritual well being and order of the Congregation are exercised by the Kirk Session of this Congregation. The Kirk Session consists of the Minister and ruling elders. All temporal affairs (including financial) of the Congregation are administered by the Congregational Board. The Property Trustees of the Congregation are the Ex Officio Office Bearers named on page 2 of this Report. All property owned by the congregation is held in the name of the ex officio office bearers named on page 2 and appointed in terms of the Trust deed of the congregation.

The Minister of this Congregation is inducted by the Presbytery of the East. Elders, elected in accordance with the Practice and Procedure of the United Free Church of Scotland, along with members, elected by the Congregation at the Annual General Meeting, or at a meeting of the Congregation specifically called for that purpose, form the Congregational Board. Office Bearers are appointed by the Courts which they serve.

All offices of the Church are open to any member in full communion. Each Congregation appoints elders to the Presbytery and to be Commissioners to the General Assembly. 'Presbyterianism' means the government of the Church by elders.

## **4. Activities and Achievements**

The Minister, with the input of visiting Preachers and Elders maintains the conduct of worship, and with the faithful care of the Kirk Session, provides pastoral care to members and families, to adherents, and to others in the community.

Organisations for women, men, and children of the congregation and the community are maintained. A Wednesday morning fellowship continued during 2018, and continues to attract those who wish and need fellowship and care. The “Basics Bank Project” continued to thrive and with the help of members from Willowbrae Parish Church and St Ninians Church is now supporting 10-15 people in need each week.

## **5. Financial Review and Funds**

In accordance with the Charities and Trustee Investment (Scotland) Act 2005 (“the 2005 Act”) and the Charities Accounts (Scotland) Regulations 2006 (“the Regulations”) and being a charity with an annual gross income less than £100,000, the Financial Statements of this Congregation set out on pages 7 to 9 consist of a Statement of Congregation Funds and movements thereon during the Year ending 31 December 2018 and details of the Receipts and Payments, Surplus (Deficit), and Net Movement on Funds during the year with supplementary notes thereon where appropriate.

## **6. Accounting Policies**

- The main sources of income are the voluntary offerings, donations and other giving of members, adherents, and related organisations, and interest or dividends on Congregation Funds.
- The Receipts and Payments of Congregational Funds are recorded and reported on a cash received and cash paid (as invoices/accounts are received) basis respectively. In the event that a commitment is made after the date of the Statement of Congregation Funds which will materially reflect on the amount of any Fund(s) this will be reported in the accompanying Notes to the Financial Statements.
- The balances of Congregation Funds represents sums available for the ongoing work and activities of the Congregation, stating whether each Fund is unrestricted, Designated, restricted or Endowment and, where appropriate, for what purpose and how these Funds are held or invested.

## **7. Land and Property**

Land and Property consists of the Church together with fittings and furnishings therein (including communion and other ecclesiastical articles). The Congregation owns a Manse. These are held as functional property for the use of the Congregation in fulfilling its aims and mission and in which its activities are carried out and not for investment or for resale. No market value has been placed on these Assets.

## **8. Independent Examiner**

In accordance with the terms of “the 2005 Act”, Section 44(1)(c), and as a Charity falling under regulation 9. of “the Regulations”, and not required to carry out an audit under paragraph 9(4), an Independent Examiner has been appointed in accordance with regulation 11 of “the Regulations” to carry out a competent examination of the Report and Financial Statements of the Congregation. The Independent Examiner’s Report for the year to 31<sup>st</sup> December 2018 is on page 6.

## **9. Approval of Congregation Report and Financial Statements**

The Congregational Report and Financial Statements were approved by the Congregational Board at their meeting on 28<sup>th</sup> February 2019 and by the Congregation at the Annual General Meeting held on 28<sup>th</sup> February 2019. The Office Bearers authorised to sign the Report and Financial Statements on behalf of the Congregation are:-

Minister  
Clerk of the Congregational Board  
Treasurer



# Statement and Movement of Balances on Congregational Funds and Notes To The Financial Statements For The Year Ending 2018

Statement of Balances and Movement on Congregation Funds for Year ending 31 December 2018

Fund	Nature of Fund	Balances 01/01/2018 £	Receipts 2018 £	(Payments) 2018 £	Surplus (Deficit) £	Net Fund Transfers £	Net change on Fund £	Balance 31/12/2018 £	Held as follows	£
General	Unrestricted Note 1	105,834	43,371	66,059	(22,688)	0	(22,688)	83,146	1	65,534
Charity	Restricted Note 2	4,432	2,850	1,846	1,004	0	1,004	5,436	2	534
									3	22,514
		110,266	46,221	67,905	(21,684)	-	(21,684)	88,582		88,582
								643		65,534
								95		534
								(22,422)		22,514
								(21,684)		88,582

1 Term Deposit (Clydesdale Bank)

2 Current Account (Royal Bank of Scotland)

3 Business Instant Access Reserve (Royal Bank of Scotland)

## Notes to the Financial Statements for the Year ending 2018

### Nature of Congregation Funds:

General	Unrestricted	<b>Note 1</b>	Ordinary receipts and payments of the Congregation. Office Bearers may designate unrestricted funds for general reserves or for specific purposes.
Charity	Restricted	<b>Note 2</b>	To benevolent purposes for charitable bodies.
Governance		<b>Note 3</b>	No governance costs are incurred during the year. Duties relating to governance are provided voluntarily.
Property		<b>Note 4</b>	Congregation property is held for the use of the Congregation in fulfilling its aims and mission to its members, adherents and the community it serves; not for investment or resale. No market value is placed on these properties.
Contingent liabilities		<b>Note 5</b>	Financial statements present the receipts received and payments made during the year. In the event there are any material outstandings, contingent liabilities and / or commitments these are noted below:-  - There are no contingent liabilities at the date of this Report and Financial Statement.
Payments to Trustees		<b>Note 6</b>	No payments have been made to any Trustee for the performance of their duties as Trustees of the Congregation.

**Approval of Congregation Financial Statements for the Year ending 31 December 2018**  
as set out in Pages 7,8,9 by Office Bearers authorised to sign.

**Minister**

**Rev. Michael Marsden**

**Clerk to Congregational Board**

**Mr Donald George**

**Treasurer**

**Mr David Fraser**

**Date**

# Receipts and Payments For The Year Ending 31 December 2018

Receipts and Payments for the Year ending 31 December 2018 (comparative year to 31 December 2017)

Fund		General Unrestricted £	Charity Restricted £	Total 2018 £	Notes Details	Total 2017 £
<b>Receipts</b>						
Offerings	Open	7,092		7,092		6,838
	Freewill	6,644		6,644		6,579
	Freewill (gift aid)	20,080		20,080		21,017
	Gift Aid Tax	5,115		5,115		7,891
	Other	0		0	Page 9.1	2,062
	<b>Sub Total</b>	<b>38,931</b>	<b>0</b>	<b>38,931</b>		<b>44,387</b>
Donations	Organisations	790	2,209	2,999	Page 9.2	1,150
	Other	605	641	1,246	Page 9.3	3,831
	<b>Sub Total</b>	<b>1,395</b>	<b>2,850</b>	<b>4,245</b>		<b>4,981</b>
Other	Interest	671		671		288
	Rent Received	1,815		1,815		1,083
	Stedfast	174		174		157
	Miscellaneous	385		385	Page 9.4	7,000
	<b>Sub Total</b>	<b>3,045</b>	<b>0</b>	<b>3,045</b>		<b>8,528</b>
Events				0		0
	<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
Extra-ordinary	Legacy bequest	0		0		0
	<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
Missions	Other charities			0		0
	<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>Total Receipts</b>		<b>43,371</b>	<b>2,850</b>	<b>46,221</b>		<b>57,896</b>
<b>Payments</b>						
Ministry	Stipend/Salary & NIC	29,139		29,139		28,383
	Expenses	663		663		639
	Pulpit Supply	480		480		240
	Int Moderator Fee, Exp	0		0		0
	<b>Sub Total</b>	<b>30,282</b>	<b>0</b>	<b>30,282</b>		<b>29,262</b>
Other Salary	Organist	1,192		1,192		518
	<b>Sub Total</b>	<b>1,192</b>	<b>0</b>	<b>1,192</b>		<b>518</b>
Property	Council Tax	3,948		3,948		5,088
	Insurance	2,555		2,555		2,468
	Heat & Light	2,676		2,676		2,950
	Repairs, upkeep	15,931		15,931		10,246
	Equipment, Furnishing	0		0		0
	<b>Sub Total</b>	<b>25,110</b>	<b>0</b>	<b>25,110</b>	Page 9.4	<b>20,752</b>
Other	Stedfast Magazine	288		288		336
	Office & Publicity	877		877	Page 9.5	949
	Kirk Session	0		0		0
	Miscellaneous	1,170		1,170	Page 9.6	725
	Organisations Support	0		0		0
	<b>Sub Total</b>	<b>2,335</b>	<b>0</b>	<b>2,335</b>		<b>2,010</b>
Fundraising	Expense	0		0		0
	<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
Contributions	Denominations	7,140		7,140		6,864
	Presbytery	0		0		461
	Missions	0		0		0
	<b>Sub Total</b>	<b>7,140</b>	<b>0</b>	<b>7,140</b>		<b>7,325</b>
Extra-ordinary	Refurbishment	0	0	0		0
	<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
Mission	Other charities	0	1,846	1,846	Page 9.7	2,520
	<b>Sub Total</b>	<b>0</b>	<b>1,846</b>	<b>1,846</b>		<b>2,520</b>
<b>Total Payments</b>		<b>66,059</b>	<b>1,846</b>	<b>67,905</b>		<b>62,387</b>
Surplus (Deficit) Net Recpts (Paymnts)		(22,688)	1,004	(21,684)		(4,491)
Transfer between Funds		0	0	0		0
<b>Net Movement on Funds</b>		<b>(22,688)</b>	<b>1,004</b>	<b>(21,684)</b>		<b>(4,491)</b>

Supplementary Sheet and Notes - Year ending 31 December 2018

Note Details of Receipts

<b>1 Offerings - Other</b>	<b>General</b>
-	0
<b>Sub Total</b>	<b>0</b>
<b>2 Donations - Organisations</b>	<b>General</b>
Womens Association	350
Other donations	440
<b>Sub Total</b>	<b>790</b>
<b>3 Other - Donations</b>	<b>General</b>
Sundry Donations	605
<b>Sub Total</b>	<b>605</b>
<b>4 Miscellaneous Income</b>	<b>General</b>
Sunday teas & coffees	385
<b>Sub Total</b>	<b>385</b>

Note Details of Payments

<b>4 Property</b>	<b>General</b>		
	<b>Church</b>	<b>Manse</b>	<b>Total</b>
Council tax	0	3,948	3,948
Insurance	2,081	474	2,555
Heat & Light	2,676	0	2,676
Repairs & upkeep	15,931	0	15,931
Equipment	0	0	0
<b>Sub Total</b>	<b>20,688</b>	<b>4,422</b>	<b>25,110</b>
<b>5 Office &amp; publicity</b>	<b>General</b>		
Newsletters	459		
Sundries	418		
<b>Sub Total</b>	<b>877</b>		
<b>6 Other - Miscellaneous</b>	<b>General</b>		
Sunday School expenses	410		
Catering (cups, towels, etc)	136		
Garden expenses	444		
Sundry church expenses	180		
<b>Sub Total</b>	<b>1,170</b>		
<b>7 Mission - Other charities</b>	<b>General</b>	<b>Charity</b>	<b>Total</b>
Poppy Scotland		200	200
Basics Bank (Cyrenians)		1,096	1,096
Dr Graham's Home (Kalimpong)		550	550
<b>Sub Total</b>	<b>0</b>	<b>1,846</b>	<b>1,846</b>

## **Independent Examiners Report to the Trustees and Office Bearers of Portobello United Free Church of Scotland**

I report on the Report and Financial Statements of the Congregation for the year ended 31 December 2018 which are set out on pages 2 to 5 and 7 to 9.

### **Respective Responsibilities of Office Bearers and Trustees and Examiner**

The Congregation's Office Bearers and Trustees are responsible for the preparation of the Report and Accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 regulations"). The Congregation's Office Bearers and Trustees consider that the requirements of Regulation 9 apply but not those of paragraph 9(4) of the Accounts Regulations.

It is my responsibility to examine the Report and Finance Statements as required under section 44(1)(c) of the 2005 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 2006 Regulations. An examination includes a review of the accounting records kept by the Congregation and a comparison of the report and accounts presented with those records. It also includes consideration of any unusual items or disclosures in the report and accounts, and seeks explanations from the office bearers and trustees concerning 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 report and accounts.

### **Independent Examiners 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 report and 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 report and Accounts to be reached.

**Signed** ..... **Independent Examiner**

Name RM  
Address Leith

**Dated**.....

## **FABRIC REPORT**

*"Unless the Lord builds the house, the workers labour in vain."* (Psalm 127:1)

As you will have seen from the Financial Report, our church has once more needed a lot of repairs and maintenance:

Three new boilers and one new pump (Jan 2018)	£7,182
Dry rot treatment in cupboard off the ladies cloakroom (Apr 2018)	£2,268
Repair to the lead Watergate and gutters on the church roof (Aug 2018)	£8,328
New shelving in the cupboard off the ladies cloakroom (Dec 2018)	£ 440
Bushes removal on Kekewich Ave side of the church garden (Oct 2018)	£ 300
Noticeboards for front and rear of the church (Oct 2018)	£ 250
Modification of cupboard door ladies cloakroom (Oct 2018)	£ 95
(Paid for by the W.A.)	

Other smaller items include:

- A dozen small window panes replaced
- The induction loop system in the church fixed
- The public address sound system in the church re-tuned
- Microphone socket in the small hall moved (to avoid being bashed)
- Major clean-up of the flower beds along Moira Terrace and Kekewich Avenue
- Banner fixings to the front of the church beside the doors
- Lock on the disabled toilet fixed
- Paper towel dispenser fitted in disabled toilet

The congregation owe a great debt of gratitude to the cleaning team who week by week vacuum and dust, mop and brush to keep our church looking fantastic. Visitors coming to our church all say that it looks great and that is down to the cleaners.

There are also others who do little jobs and repairs – Mr NT, Rev Mike, Mr RB, Mr IC, Mr AC for example and their help is most appreciated. In the garden folks make an unsung contribution – the gardening team who cleaned up the Moira Terrace side of the church, but also those who quietly weed and hoe such as Mr HB and Mrs MB, and particularly Mr DF who has done a lot of work extracting many bin-loads of weeds from the flower beds.

We also owe many thanks to Mr RB who has cut the grass to perfection for many years. Mr RB has decided that it is time to hang up his mower and edge clippers and stop cutting the church grass. He has certainly earned a good rest!

In conclusion, our church building has been particularly expensive to maintain these past four or five years, so I want to thank everyone who contributes to the church funds. Without your assistance these repairs would not be possible. We can only hope and pray that fewer are required in the next few years.

Mr GS  
On behalf of the Fabric Team