

The Church of Scotland

Presbytery of Edinburgh

Cramond Kirk, Edinburgh (Church of Scotland)

Accrued (SORP Compliant) Accounts

2016

Congregation No: 010028

Scottish Charity No: SC003430

Cramond Kirk, Edinburgh (Church of Scotland)

Trustees Annual Report

Year ended 31 December 2016

The trustees present their annual report and financial statements of Cramond Kirk for the year ended 31 December 2016. The financial statements have been prepared in accordance with the accounting policies set out on pages 9 and 10 of the accounts and comply with the General Assembly Regulations for Congregational Finance, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities : Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

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.

Cramond Kirk has two morning services of worship each Sunday (8.45am and 10.00am) and three evening services per year (Christmas Eve, Good Friday, Christian Aid Songs of Praise.) A church choir leads the praise at the 10.00am morning service while the Sunday Club provides Christian education for children and young people. A Saturday morning breakfast club meets during the winter months and provides an opportunity for Christian education for the members of the congregation and community. On three occasions during the year, Easter, Harvest and Christmas, housebound and frail elderly members of the congregation are invited to the Kirk Hall for a service and afternoon tea. A team of volunteer drivers brings people to and from the hall and the service and tea are held in conjunction with Almond Mains. Bible study and discussion groups are held on an occasional basis to encourage members of the congregation to explore issues of Christian faith. The congregation also supports uniformed organisations for the children and young people of the community (Scouts and Guides) and a twice weekly lunch and activity club (Almond Mains Initiative) for older people. The Kirk Halls are also extensively used by community groups and organisations. The congregation is active in supporting the work of Christian Aid and two fund raising events are held each year (Jumble Sale and Christmas Fair) with the proceeds given to support other charitable bodies (e.g. Fresh Start, Bethany Christian Trust, Scottish Refugee Council).

Achievements and Performance

Early in the year, on 28th February the Rt Rev Dr. Russell Barr conducted his final service at Cramond before beginning his preparations to take on the role of Moderator of the General Assembly of the Church of Scotland. He was presented with his moderatorial robes by the congregation at a moving ceremony in the main hall after the service.

The Rev Tom Cuthell, formerly of St, Cuthbert's, Edinburgh conducted his first service as locum on Sunday 6th March and he was able to introduce Dr Michael Fuller, a fellow of New College Divinity School in Edinburgh, as guest speaker at the Seminar on Science and Religion held on the same day. Tom quickly got into his stride and his preaching qualities and pastoral skills have been greatly appreciated by the congregation.

On Sunday 20th March the annual Kirk Session Seminar was held following the 10am service. The seminar focused on the safeguarding of children and vulnerable adults and was led by trainers from the Church of Scotland. The turnout proved disappointing, and it is hoped that more elders, as well as members of the congregation, will be persuaded to attend the 2017 seminar.

At the end of the month, Alison Quilter, our locally ordained minister trainee, completed her period of training at Cramond, during which time she fitted in well to the team ministry set up and acquitted herself admirably.

On Saturday 21st May a good number of the rows in the Visitors' Gallery of the Assembly Hall were filled by Cramond Kirk members, present to witness the installation of their minister as the new Kirk Moderator. On the same day, at the evening session of the Assembly, the Cramond Kirk choir sang a John Rutter anthem during the opening worship.

Later that same month Alistair Hair, our organist and choir master intimated his intention to retire in 2017. In June the Session Clerk invited the locum minister, the choir secretary Ms Dot Kemp, and former session clerk and choir member Mr Leslie Pendreigh to set about seeking a replacement for Alistair. Thanks to some quick thinking on the part of the locum minister and the choir secretary, the Kirk Session was able to ratify the appointment of a distinguished organist and musician, Simon Bertram, to replace Alistair in January 2017. Alistair's final Sunday was fixed for 15th January 2017. Alistair has exercised a remarkable ministry of music during over three years' service at Cramond. He has tripled the number of choir members, introduced paid singers and encouraged a lively youth praise band which plays at the morning worship service on a monthly basis.

On Saturday 27th August six parishioners from Cramond joined seven members of the Old Kirk and Muirhouse for six days on Iona at the MacLeod Centre as guests of the Iona Community. The visit was blessed with good weather, and a pilgrimage round the island and a visit to the island of Staffa were among the highlights of the week.

During the month of October some members of the Session and our Beadle/Properties Manager refreshed their skills in Cardiopulmonary Resuscitation and the use of our defibrillator. Other took part in a Safeguarding Training event run by the Presbytery. In the late Autumn our Sunday Club leaders prepared and presented three sessions of Godly Play aimed at adults. Given the quality of the presentations the turn-out was rather disappointing.

On Sunday 30th October the congregation had the opportunity to say farewell to our probationer minister, Louise Mackay. Louise had endeared herself to the congregation through her diligent pastoral work and careful conduct of public worship and there was much rejoicing when the news came through that on Sunday 27th November, after preaching as sole nominee at St. Nicholas Church in Lanark, the congregation had issued her with a call to be their new minister. A bus was hired in anticipation of a large turnout from Cramond planning to visit St Nicholas on Thursday 12th January, the day of the ordination and induction.

Over £10,000, including Gift Aid reclaimable, was raised during Christian Aid Week by way of the house to house collection, the Fair and other fund raising activities. The Christmas Fair was held on Saturday 3rd December. The Old Kirk and Muirhouse took a stall to sell craft items as part of their fund raising and in excess of £6,000 was raised for the benefit of the beneficiaries of the Fair, Fresh Start, Scottish Refugee Council and the Kirk. The Sunday Club are holding a Great Cramond Bake Off once a month, with the beneficiaries of the cake sale being the Scottish Refugee Council.

In 2016 Cramond Kirk received a generous legacy which is to be used to benefit elderly parishioners. It is proposed that some of the money could meet the costs of transportation to and from the church.

The year saw the completion of the Local Church Review, a Presbytery initiative replacing the former Quinquennial Visitation. The Review involves the preparation of a five year plan and all the committees of the Session as well as the members of the congregation contributed to the formulation of the plan. A team from the Superintendence Committee of Presbytery headed by the Rev Alison Swindells visited Cramond to discuss the plan and representatives from Session later met with the Superintendence Committee for further consideration of the plan. The Superintendence Committee submitted a positive report to Presbytery on the outcome and that report was accepted by Presbytery.

The Quinquennial Property Inspection on behalf of Presbytery was also carried out during the year. The Church buildings were found, with minor exceptions, to be in good condition and the recommendations for work required are being carried out under the supervision of the Session's Buildings Committee.

Sunday church attendance at both morning prayers and the main service have kept up well during the year and both the Christmas Eve and Christmas Day services were well attended.

As reported in the Church of Scotland's annual statistical return there were 16 infant and 1 adult baptisms, 7 weddings and 42 funeral services. 7 people were added to the roll by certificate, while 41 people were removed from the roll by death (32), certificate (6) and other (3), leaving a total communicant roll of 991.

Financial Review

In compliance with the Charities Accounts (Scotland) Regulations 2006 (as amended), the accounts are prepared on a fully accrued basis.

Total funds at 31st December 2016 were £554,432, an increase of £182,070 during the year. The increase was due principally to the receipt during the year of legacies totalling £155,267.

Unrestricted Funds increased by £77,145 to £413,264. The General Fund increased by £19,022 from £170,755 to £189,777 despite total expenditure having risen by £25,101 from £299,446 to £324,547 due in no small measure to an increase of £13,763 in Ministries & Mission contribution. This increase reflected the rise in congregational giving in 2014 following on the appeal to the congregation at the end of 2013. With that level of giving being sustained in 2015 and to some extent in 2016 further increases in Ministries & Mission contributions will fall to be met in 2017 (up £10,943) and in 2018. These increases are likely to see the General Fund fall into annual deficit unless action is taken and it is for this reason that a Stewardship campaign is planned for the latter part of 2017.

Unrestricted Designated Funds were £223,487, an increase of £58,123, notably from the Legacy Capital Fund (up £41,400), the Fabric Fund (up £4,600 including a transfer of £4,000 from the General Fund) and the Hall Roof Fund (up £10,000 by way of a transfer of £10,000 from the General Fund).

No expenditure was attributed during the year to the Fabric Fund as all fabric costs were met, by prior agreement with the General Trustees and Edinburgh Presbytery, from funds held by them on behalf of Cramond Kirk resulting from the letting of Cramond House.

The Endowment Fund increased by £457 to £11,105, reflecting the increase in the value of the investments held within that Fund.

Restricted Funds increased by £104,468 as a result of the establishment of the Gillies Legacy Fund to hold a specific legacy of £113,867 received from Mr Allan Gillies and which he directed is to be used for the benefit of elderly parishioners. On the other hand there was a decrease of £9,965 in the Music Fund in respect of net expenditure on the fees for paid singers and on the purchase of music.

The Balance Sheet shows Cash and Bank balances of £133,486 and investments valued at £375,235 at 31 December 2016, a total of £508,721, an increase of £176,693 in the year. Debtors, comprising Gift Aid tax recoveries, General Trustees claims for fabric-related expenditure incurred and Hall rentals due, amounted to £50,903, an increase on 2015 of £5,823 reflecting an increase in the General Trustees claims. Creditors, being provisions for certain accruals, at £5,192 were £446 more than in 2015.

Cash and investments held by the Church of Scotland General Trustees, on behalf of Cramond Kirk, at 31 December 2016 were £202,039. This was after rental and interest income, Cramond House expenses and Cramond Kirk fabric and salary costs agreed by the General Trustees as recoverable. Appendix I on page 18 provides further details.

Funds raised at the Spring Jumble Sale and the Christmas Fair were distributed for the benefit of the undernoted charities:

| | £ |
|--------------------------|-------|
| Fresh Start | 2,900 |
| Bethany Christian Trust | 750 |
| Scottish Refugee Council | 2,150 |

Investment Policy and Performance

The trustees investment policy is aimed at maintaining the value of the investments as a whole in the longer term but with a reasonable level of continuing income and in implementation of that policy to allocate the investments, including those held by the General Trustees on behalf of the charity, among three classes of investment – Growth, Income and Fixed Interest/Cash.

In the course of 2016 £50,000 became available for investment in each of Unrestricted Funds and the funds held by the General Trustees while £110,000 was received for investment on behalf of the Gillies Legacy Fund. After considering recommendations from the Finance Committee's Investment Group the trustees invested the funds as per the agreed policy, principally between the Church of Scotland Investors Trust Growth and Income Funds. The high levels of stock market volatility and the continuing uncertainty regarding world economic prospects make the management of investments difficult but the trustees consider that performance in 2016 has been satisfactory.

Risk Management

As a consequence of decreasing congregational giving, the trustees were faced in the latter part of 2013 with the prospect of significant deficits in the General Fund in that and the following year. An appeal to the congregation in late 2013 resolved the immediate difficulty but, having reviewed the position in detail on the basis of 5-years forecasts which indicated some decline in congregational giving but more substantial increases in expenditure, mainly through higher Ministries and Mission contributions, the trustees agreed in November 2015 that some form of stewardship-related activity should be considered in autumn 2017 with a view to implementation in late 2017/early 2018. The November 2015 decision was reviewed and confirmed by the trustees in June 2016 and planning for the campaign will begin after the Minister returns from his Moderatorial duties in June 2017.

Other risks facing the charity include in relation to such areas as Financial Management, Safeguarding, Data Protection and Health and Safety. The trustees have in place throughout the charity's operations procedures and systems of checks and balances to manage these specific and other risks.

Reserves Policy

It is the Trustees policy to hold a 'base' reserve in Unrestricted funds of between four and six months general operating expenditures and outlays. In addition, due to the fact that our buildings are extremely old and major unexpected maintenance work could be expensive, it is considered necessary to have further funds available to meet such costs. Also, additional funds are periodically designated by the Trustees specifically for Christian application in 'Outreach' opportunities to assist charitable bodies outwith the operating base of the Kirk.

Structure, Governance and Management

The congregation is a registered charity, number SC003430, is administered in accordance with the terms of the Deed of Constitution (Quoad Omnia) and is subject to the Acts and Regulations of the General Assembly of the Church of Scotland.

Members of the Kirk Session 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 skills and gifts. The minister, who is a member of the Kirk Session, is called by the congregation and inducted by Presbytery. The Kirk Session numbers 95 elders, 48 men and 47 women.

The Kirk Session is chaired by the minister or in his absence by the interim moderator and meets six times a year for ordinary business. An annual Kirk Session seminar is also held in March to discuss strategic matters or to learn about the work of the wider Church of Scotland. Certain responsibilities are delegated to the Finance Committee, Buildings Committee, Parish Committee, Special Services Committee, Social/Music Committee, Youth Committee and Technology Committee. Other ad hoc committees are created to attend to specific projects approved by the Kirk Session or other work that does not fall into the remit of one of the standing committees.

Reference and Administrative Information

Trustees

The trustees are members of the Kirk Session during the year and up to the date of the signing of the accounts, as per Appendix II page 19.

Principal Office-bearers

| | |
|-------------------|-----------------------------------|
| Minister | Rt Rev Dr Russell Barr |
| Interim Moderator | Rev Colin Douglas (from 01.03.16) |
| Session Clerk | Sandra Watson |
| Treasurer | Neil MacLeod |

Principal Office

The Kirk Office
16 Cramond Glebe Road
Edinburgh
EH4 6NS

Independent Examiner

Robert Fraser CA
33 Cramond Road North
Edinburgh
EH4 6LY

Bankers

Bank of Scotland
564 Queensferry Road
Edinburgh
EH4 6AT

Trustees' Responsibilities in Relation to the Financial Statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information on the congregation's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Trustees and signed on their behalf,

Sandra Watson
Session Clerk

Date

Cramond Kirk, Edinburgh (Church of Scotland)
SC003430

Independent Examiner's Report to the Trustees of Cramond Kirk, Edinburgh (Church of Scotland)
Year ended 31 December 2016

I report on the Accounts of Cramond Kirk for the year ended 31 December 2016 which are set out on pages 7 to 17 .

Respective responsibilities of trustees and examiner

The charity 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 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) 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 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 (as amended), and
 - to prepare accounts which accord with the accounting records and comply with Regulation 8 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.

Name: Robert Fraser CA

Professional Qualification/Professional Body: Member of the Institute of Chartered Accountants of Scotland

Address: 33 Cramond Road North
Edinburgh
EH4 6LY

Signature :

Date :

CRAMOND KIRK, EDINBURGH (Church of Scotland)
Statement of Financial Activities
For the year ended 31 December 2016

| | Note | Unrestricted Funds 2016 £ | Restricted Funds 2016 £ | Endowment Funds 2016 £ | Total 2016 £ | Total 2015 £ |
|--|------|------------------------------------|----------------------------------|---------------------------------|--------------------|--------------------|
| Income and endowments from | | | | | | |
| Donations and legacies | 1 | 261,650 | 114,470 | - | 376,120 | 258,962 |
| Charitable activities | 2 | 56,847 | - | - | 56,847 | 65,036 |
| Investments | 3 | 8,253 | 1,461 | 467 | 10,181 | 9,496 |
| Other | 4 | 55,873 | - | - | 55,873 | 40,069 |
| Total Income | | 382,623 | 115,931 | 467 | 499,021 | 373,563 |
| Expenditure on | | | | | | |
| Raising funds | 5 | 222 | - | - | 222 | 222 |
| Charitable activities | 5 | 313,280 | 10,578 | 467 | 324,325 | 299,224 |
| Total Expenditure | | 313,502 | 10,578 | 467 | 324,547 | 299,446 |
| Net income/(expenditure) before gains and losses on investments | | 69,121 | 105,353 | - | 174,474 | 74,117 |
| Net gains/(losses) on investments | | 8,024 | (885) | 457 | 7,596 | (1,899) |
| Net income/(expenditure) | | 77,145 | 104,468 | 457 | 182,070 | 72,218 |
| Transfers between funds | | - | - | - | - | - |
| Net movement in funds | | 77,145 | 104,468 | 457 | 182,070 | 72,218 |
| Total funds brought forward | | 336,119 | 25,595 | 10,648 | 372,362 | 300,144 |
| Total funds carried forward | | 413,264 | 130,063 | 11,105 | 554,432 | 372,362 |

CRAMOND KIRK, EDINBURGH (Church of Scotland)
Balance Sheet as at 31 December 2016

| | Note | £ | 2016 £ | £ | 2015 £ |
|-----------------------------|------|--------|-----------|--------|-----------|
| Fixed Assets | | | | | |
| Tangible Fixed assets | | | - | | - |
| Investments | 8 | | 375,235 | | 207,656 |
| | | | 375,235 | | 207,656 |
| Current Assets | | | | | |
| Debtors | 9 | 50,903 | | 45,080 | |
| Bank and cash | | | 133,486 | | 124,372 |
| | | | 184,389 | | 169,452 |
| Creditors | | | | | |
| Falling due within one year | 10 | 5,192 | | 4,746 | |
| | | | 179,197 | | 164,706 |
| Net Current Assets | | | | | |
| | | | 179,197 | | 164,706 |
| Net Assets | | | | | |
| | | | 554,432 | | 372,362 |
| Unrestricted funds | | | | | |
| General funds | 12 | | 189,777 | | 170,755 |
| Designated funds | | | 223,487 | | 165,364 |
| | | | 413,264 | | 336,119 |
| Restricted funds | | | | | |
| | 12 | | 130,063 | | 25,595 |
| Endowment funds | | | | | |
| | 12 | | 11,105 | | 10,648 |
| | | | 554,432 | | 372,362 |

The accounts were approved by the Kirk Session on 2nd March 2017

For and on behalf of the Kirk Session:

Session Clerk

Treasurer

CRAMOND KIRK,EDINBURGH (CHURCH OF SCOTLAND)
Year ended 31 December 2016

ACCOUNTING POLICIES

The principal accounting policies, which have been applied consistently in the current and preceding year in dealing with items which are considered material to the accounts, are set out below.

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities:Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Standards applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102),the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

Funds

Funds are classified as, either, restricted funds, endowment funds or unrestricted funds, defined as follows. Restricted funds are funds subject to specific requirements as to their use which may be declared by the donor or with their authority or created through legal processes, but still within the wider objects of the charity. Endowment funds are funds which have been given on the condition that the original capital sum is not reduced, but the income there from is used for the purpose defined in accordance with the objects of the charity. Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity. If parts of the unrestricted funds are earmarked at the discretion of the trustees for a particular purpose, they are designated as a separate fund. This designation has an administrative purpose only and does not legally restrict the trustees' discretion to apply the fund.

Incoming resources

Income is recognised when the charity has entitlement to the funds,any performance conditions attached to the item(s) of income have been met,it is probable that the income will be received and the amount can be measured reliably.

Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item,any conditions associated with the donated item have been met,the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS102) the general volunteer time of congregation members is not recognised. On receipt,donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised as expenditure in the period of receipt.

Fixed assets

Cramond Kirk has the right to occupy and use for its charitable objects certain tangible fixed assets, including the Church, halls and manse, vested in the Church of Scotland General Trustees. No consideration is payable for the use of these assets. Expenditure incurred on the repair and maintenance of these assets is charged as resources expended in the Statement of Financial Activities in the period in which the liability arises.

All tangible fixed assets costing in excess of £1,000 having a value to the charity greater than one year, other than those acquired for specific purposes, are capitalised. Depreciation is provided on a straight-line basis to write off the cost or initial value, less residual value, of tangible fixed assets over their estimated useful lives:

Fixtures, fittings, office and other equipment - 5 years

Cramond Kirk, Edinburgh (Church of Scotland)
Year ended 31 December 2016

Accounting Policies (continued)

Investments

Fixed asset investments are stated at market value at the balance sheet date. Unrealised gains and losses represent the difference between the market value at the beginning and end of the financial year or, if purchased in the year, the difference between cost and market value at the end of the year. Realised gains and losses represent the difference between the proceeds on disposal and the market value at the start of the year or cost if purchased in the year.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

Taxation

Cramond Kirk is recognised as a charity for the purposes of applicable taxation legislation and is therefore not subject to taxation on its charitable activities. The charity is not registered for VAT and resources expended therefore include irrecoverable input VAT.

CRAMOND KIRK, EDINBURGH (Church of Scotland)
Notes forming part of the financial statements
For the year ended 31 December 2016

| 1 Donations and Legacies | Unrestricted Funds 2016 £ | Restricted Funds 2016 £ | Endowment Funds 2016 £ | Total 2016 £ | Total 2015 £ |
|---------------------------------|--|--|---|-----------------------------|-----------------------------|
| Offerings | 180,434 | - | - | 180,434 | 202,376 |
| Tax recoveries on Gift Aid | 39,380 | - | - | 39,380 | 37,249 |
| Legacies | 41,400 | 114,470 | - | 155,870 | 18,551 |
| Other | 436 | - | - | 436 | 786 |
| | <u>261,650</u> | <u>114,470</u> | <u>-</u> | <u>376,120</u> | <u>258,962</u> |

Income from donations and legacies was £376,120 (2015 : £258,962) £261,650 unrestricted and £114,470 restricted (2015 £258,962 all unrestricted).

2 Income from charitable activities

| | | | | | |
|-----------------------|---------------|----------|----------|---------------|---------------|
| Use of premises | 49,198 | - | - | 49,198 | 47,652 |
| Weddings and funerals | 5,020 | - | - | 5,020 | 5,850 |
| Other | 2,629 | - | - | 2,629 | 11,534 |
| | <u>56,847</u> | <u>-</u> | <u>-</u> | <u>56,847</u> | <u>65,036</u> |

Income from charitable activities was £56,847 (2015 : £65,036) of which £56,847 (2015 : £59,151) was unrestricted and £Nil (2015 : £5,885) was restricted.

3 Investment income

| | | | | | |
|-----------------------|--------------|--------------|------------|---------------|--------------|
| Bank interest | 448 | - | - | 448 | 205 |
| Deposit fund interest | 45 | 184 | - | 229 | - |
| Investment income | <u>7,760</u> | <u>1,277</u> | <u>467</u> | <u>9,504</u> | <u>9,291</u> |
| | <u>8,253</u> | <u>1,461</u> | <u>467</u> | <u>10,181</u> | <u>9,496</u> |

Investment income was £10,181 (2015 : £9,496) of which £8,253 (2015 : £8,820) was unrestricted, £1,461 (2015 : £221) was restricted and £467 (2015 : £455) was endowment.

4. Other income

| | | | | | |
|--------------------------------|---------------|----------|----------|---------------|---------------|
| Receipts from General Trustees | 55,873 | - | - | 55,873 | 40,069 |
| | <u>55,873</u> | <u>-</u> | <u>-</u> | <u>55,873</u> | <u>40,069</u> |

CRAMOND KIRK, EDINBURGH (Church of Scotland)
Notes forming part of the financial statements
For the year ended 31 December 2016

5 Analysis of Expenditure

| | Unrestricted Funds | Restricted Funds | Endowment Funds | Total | Total |
|-------------------------------------|-----------------------|----------------------|--------------------|-----------------------|-----------------------|
| | 2016 | 2016 | 2016 | 2016 | 2015 |
| | £ | £ | £ | £ | £ |
| Raising Funds | | | | | |
| Offering envelopes | 222 | - | - | 222 | 222 |
| | <u>222</u> | <u>-</u> | <u>-</u> | <u>222</u> | <u>222</u> |
| Charitable Activities | | | | | |
| * Ministries & Mission contribution | 155,839 | - | - | 155,839 | 142,076 |
| Presbytery Dues | 3,587 | - | - | 3,587 | 4,895 |
| Voluntary Additional Stipend | 157 | - | - | 157 | 523 |
| Minister's Expenses | 3,991 | - | - | 3,991 | 5,577 |
| Ministerial Assistance | 10,474 | - | - | 10,474 | 7,683 |
| Other salary and wage costs | 61,663 | - | - | 61,663 | 57,920 |
| Fabric Repairs & Maintenance | 41,874 | - | - | 41,874 | 22,392 |
| Council Tax - Manse | 2,865 | - | - | 2,865 | 3,172 |
| Other Buildings Costs | 17,535 | - | - | 17,535 | 19,958 |
| Organ & Music | 335 | - | - | 335 | 294 |
| Other expenses | 14,960 | 10,578 | 467 | 26,005 | 34,734 |
| | <u>313,280</u> | <u>10,578</u> | <u>467</u> | <u>324,325</u> | <u>299,224</u> |
| Total | <u><u>313,502</u></u> | <u><u>10,578</u></u> | <u><u>467</u></u> | <u><u>324,547</u></u> | <u><u>299,446</u></u> |

Support costs have not been separately identified as the trustees consider there is only one charitable activity. Therefore support costs relate wholly to that activity and have not been separately identified. Expenditure on charitable activities was £324,325 (2015 £299,224) of which £313,502 was unrestricted (2015 £294,472), £10,578 was restricted (2015 £4,297) and £467 was endowments (2015 £455).

| * Ministries & Mission Contributions were assessed as follows:- | 2016 | 2015 |
|---|-----------------------|-----------------------|
| | £ | £ |
| Gross Contribution | 161,501 | 147,873 |
| | <u>161,501</u> | <u>147,873</u> |
| Less: Endowment income | 5,662 | 5,797 |
| | <u>5,662</u> | <u>5,797</u> |
| Net Contributions Paid | <u><u>155,839</u></u> | <u><u>142,076</u></u> |

CRAMOND KIRK, EDINBURGH (Church of Scotland)

Notes forming part of the financial statements

For the year ended 31 December 2016

| 6 Staff costs and numbers | 2016 | 2015 |
|----------------------------------|---------------|---------------|
| | £ | £ |
| Salaries and wages | 61,177 | 57,079 |
| Social security costs | 486 | 841 |
| | <hr/> | <hr/> |
| | 61,663 | 57,920 |
| | <hr/> <hr/> | <hr/> <hr/> |

The average number of employees during the year, calculated on the basis of a head count, was as follows:

| | 2016 | 2015 |
|----------------------|---------------|---------------|
| | Number | Number |
| Ministerial support | 1 | 1 |
| Administration | 1 | 1 |
| Music staff | 1 | 1 |
| Premises maintenance | 4 | 4 |
| | <hr/> | <hr/> |
| | 7 | 7 |
| | <hr/> <hr/> | <hr/> <hr/> |

All Church of Scotland congregations contribute to the National Stipend Fund which bears the costs of all ministers' stipends and employer's contributions for national insurance, pension and housing and loan fund. Ministers' stipends are paid in accordance with the national stipend scale, which is related to years of service. For the year under review the minimum stipend was £26,380 and maximum stipend (in the tenth and subsequent years) £32,419.

7 Trustee Remuneration and Related Party Transactions

During the year the Minister received reimbursement of expenses incurred totalling £3,991 and a voluntary additional stipend of £157. In addition council tax relating to the Manse of £2,845 was paid.

The Interim Moderator received a salary of £8,700 and reimbursement of expenses incurred totalling £729. In addition national insurance of £102 was paid in respect of salary.

The following member of Session was paid, in total, the undernoted sum for the provision of services as stated.

| | £ |
|--|----------|
| Mr Andrew Cook Gardening Services | 2,695 |

Mrs Louise Madeley, wife of a trustee, is the Church Secretary and was paid a salary of £10,299.

No other trustee or person related to a trustee had any personal interest in any contract or transaction entered into by the charity during the year.

During the year a total of £50,451 was donated to the congregation by trustees.

8 Investments

| | 2016 £ | 2015 £ |
|---------------------------------------|----------------|----------------|
| Market value at 31 December 2015 | 207,656 | 157,239 |
| Additions to investments at cost | 159,983 | 273,175 |
| Disposals | (-) | (220,859) |
| Unrealised gain/(loss) on investments | <u>*7,596</u> | <u>(1,899)</u> |
| Market value at 31 December 2016 | <u>375,235</u> | <u>207,656</u> |
| Investments at cost | <u>371,412</u> | <u>211,429</u> |

The following investments are held :

Unrestricted Funds

5,023.645 M & G Charifund units
 5,741 Church of Scotland Investors Trust Income Fund units
 £75,000 Cambridge & Counties 1.50% Fixed Rate Bond
 £25,000 Hampshire Trust Bank 1.65% 1-year Business Savings Bond

Restricted Funds

13,525 Church of Scotland Investors Trust Growth Fund units
 4,579 Church of Scotland Investors Trust Income Fund units

Endowment Funds

934 Church of Scotland Investors Trust Income Fund units

| | |
|--------------------------|---------------|
| *Unrestricted Funds Gain | £8,024 |
| Endowment Fund Gain | 457 |
| | <u>£8,481</u> |
| Restricted Funds Loss | (885) |
| Net Unrealised Gain | <u>£7,596</u> |

CRAMOND KIRK, EDINBURGH (Church of Scotland)
Notes forming part of the financial statements
For the year ended 31 December 2016

| | | | | | |
|--|-------------------------|-------------------|-------------------|------------------|---------------|
| 9 Debtors | | 2016 | 2015 | | |
| | | £ | £ | | |
| | Gift Aid Tax Refund Due | 5,000 | 6,000 | | |
| | General Trustees | 41,586 | 36,456 | | |
| | Other | 4,317 | 2,624 | | |
| | | <hr/> | <hr/> | | |
| | | <u>50,903</u> | <u>45,080</u> | | |
| | | | | | |
| 10 Creditors | | 2016 | 2015 | | |
| | | £ | £ | | |
| | Accruals | 5,192 | 4,746 | | |
| | | <hr/> | <hr/> | | |
| | | <u>5,192</u> | <u>4,746</u> | | |
| | | | | | |
| 11 Analysis of Net Assets Among Funds | | | | | |
| | General | Designated | Restricted | Endowment | Total |
| | £ | £ | £ | £ | £ |
| | Fixed Assets | - | - | - | - |
| | Investments | 112,685 | 132,710 | 118,735 | 11,105 |
| | Current Assets | 82,284 | 90,777 | 11,328 | - |
| | Current Liabilities | (5,192) | - | - | - |
| | | <hr/> | <hr/> | <hr/> | <hr/> |
| | | <u>189,777</u> | <u>223,487</u> | <u>130,063</u> | <u>11,105</u> |
| | | <u>554,432</u> | | | |

CRAMOND KIRK, EDINBURGH (Church of Scotland)

Notes forming part of the financial statements

For the year ended 31 December 2016

| 12 Movement in Funds | At 31 December 2015 £ | Incoming Resources £ | Outgoing Resources £ | Transfers £ | At 31 December 2016 £ |
|----------------------------|--------------------------------|----------------------------|----------------------------|----------------|--------------------------------|
| Endowment funds | | | | | |
| Former Cramond Poor Fund | 10,648 | 467 | (467) | - | 10,648 |
| Gain (Loss) on Revaluation | - | 457 | - | - | 457 |
| | 10,648 | 924 | (467) | - | 11,105 |
| Restricted funds | | | | | |
| Gillies Legacy fund | - | 114,956 | - | - | 114,956 |
| Gain (Loss) on Revaluation | - | - | (1,795) | - | (1,795) |
| | - | 114,956 | (1,795) | - | 113,161 |
| Benevolent Fund | 11,782 | 372 | (10) | - | 12,144 |
| Gain (Loss) on Revaluation | - | 910 | - | - | 910 |
| | 11,782 | 1,282 | (10) | - | 13,054 |
| Music Fund | 13,813 | 603 | (10,568) | - | 3,848 |
| | 25,595 | 116,841 | (12,373) | - | 130,063 |
| Unrestricted funds | | | | | |
| Designated funds | | | | | |
| Fabric Fund | 50,489 | 600 | - | 4,000 | 55,089 |
| Outreach Fund | 35,730 | - | (207) | - | 35,523 |
| Burials Fund | 20,181 | 2,250 | (420) | - | 22,011 |
| Legacy Fund | 42,304 | 41,400 | - | - | 83,704 |
| Kirkyard Gardening Fund | 155 | - | - | 500 | 655 |
| Hall Roof Fund | 16,505 | - | - | 10,000 | 26,505 |
| <hr/> | | | | | |
| Total Designated funds | 165,364 | 44,250 | (627) | 14,500 | 223,487 |
| General | 170,755 | 346,397 | (312,875) | (14,500) | 189,777 |
| | 336,119 | 390,647 | (313,502) | - | 413,264 |
| Total Funds | 372,362 | 508,412 | (326,342) | - | 554,432 |

Purposes of Endowment Funds

Income from the Former Cramond Poor Fund is donated to two neighbouring churches in the original parish.

Purposes of Restricted Funds

The Gillies Legacy Fund is for the benefit of elderly parishioners.

The Benevolent Fund and any earnings thereon, is for distribution to needy families in the Parish of Cramond.

The Music Fund is used for the Kirk's musical activities.

Purposes of Designated Funds

Fabric Fund: The Trustees have set aside funds for the maintenance of the church property.

Outreach Fund: The Trustees have set aside funds to assist charitable bodies outwith Cramond Kirk.

Burials Fund: Funds set aside for maintenance of the graveyard memorials.

Legacy Fund: Funds received in legacies for application by the Trustees as directed or considered appropriate.

Kirkyard Gardening Fund: Established to meet costs incurred in the maintenance of the kirkyard.

Hall Roof Fund: Established in anticipation of the cost of repairing or replacing the hall roof.

CRAMOND KIRK, EDINBURGH (Church of Scotland)
Notes forming part of the financial statements
For the year ended 31 December 2016

| 13 Collections and donations received for Third Parties | 2016 | 2015 |
|--|---------------|---------------|
| | £ | £ |
| Christian Aid Week * | 10,593 | 12,571 |
| | <hr/> | <hr/> |
| Christian Aid | 10,593 | 12,571 |
| Poppy Scotland | 565 | 745 |
| St. Columba's Hospice | 443 | 359 |
| Lifeline | - | 242 |
| Fresh Start | - | 900 |
| Cardiomyopathy UK | - | 900 |
| Nepal | 900 | - |
| | <hr/> | <hr/> |
| | <u>12,501</u> | <u>15,717</u> |

*Christian Aid will claim directly tax recoveries on gift aid contributions.

14 Volunteers

In common with all congregations of the Church of Scotland the Cramond congregation benefits from the contributions made by volunteers who give their time and talents willingly for the benefit of the Church. The areas of congregational life which rely on the contributions of volunteers are many and varied but include not only the Kirk Session committees but also the children's Sunday Club and other children's activities, running the annual Christmas Fairs and Jumble Sales, organising the Christian Aid week activities, visiting elderly and housebound members of the congregation. maintaining the Kirkyard, catering for congregational and other functions and providing flowers and other floral decorations for the Kirk especially at Harvest and Advent. Much of the activity would be unable to continue were it not for the commitment shown.

**CRAMOND KIRK, EDINBURGH (Church of Scotland)
FUNDS HELD ON BEHALF OF THE CONGREGATION
BY THE CHURCH OF SCOTLAND GENERAL TRUSTEES**

| <u>REVENUE ACCOUNT</u> | 2016 £ | 2015 £ |
|-------------------------------|-----------------|-----------------|
| Credit Balance at 31 December | <u>202,039*</u> | <u>166,198*</u> |

These funds represent the cumulative net revenues arising from the commercial leasing and occupation of Cramond House and are held by the Church of Scotland General Trustees on behalf of Cramond Kirk.

Access to these funds is determined by Trust Deed, which allows for reimbursement of expenses directly related to the operation and maintenance of Cramond House and, within predetermined parameters, for other property costs of Cramond Kirk. For other purposes and for major outlays generally, funds may only be accessed with the approval of the General Trustees and support of Edinburgh Presbytery.

Notes

1. £41,586 will be reclaimed from the Revenue Account, comprising building expenses.
2. During 2016 nil was expended on Cramond House.
3. Cash transactions during the year were as follows:

| | | <u>£</u> |
|-------|-------------------------------------|----------------------|
| | Balance at 31 December 2015 | 88,946 |
| Less: | Cramond House & other costs re 2015 | 36,456 |
| | | <u>52,490</u> |
| Add: | Rental Income | £76,062 |
| | Interest | 329 |
| | Dividends | 5,028 |
| | | <u>81,419</u> |
| | | 133,909 |
| Less: | Investments made | £ 50,007 |
| | Fabric Costs (part 2016) | 19,416 |
| | | <u>(69,423)</u> |
| | Balance at 31 December 2016 | <u><u>64,486</u></u> |

| | |
|--|------------------|
| Funds held by the General Trustees – Investments* (valued at 31.12.16) | £ 137,553 |
| Deposit Fund | 64,486 |
| | <u>£ 202,039</u> |

- Investments comprise 23,444 Church of Scotland Investors Trust Growth Fund units (value at 31.12.16 £111,359) and 2,203 Church of Scotland Investors Trust Income Fund units (value at 31.12.16 £26,194).

Appendix II

CRAMOND KIRK, EDINBURGH (Church of Scotland)
List of Trustees

| | | | |
|--|--------------------|---|---|
| Betty ADAM | Sandy ANDERSON | David ARCHIBALD <i>(died : 05.03.16)</i> | Kenneth ARCHIBALD |
| Ronald ARMSTRONG <i>(died : 07.02.17)</i> | Judy ARROWSMITH | Eileen BARNWELL | Russell BARR |
| Mary BEAUMONT | Elaine BEELEY | Neville BELTON | George BEVERIDGE |
| Andy BEWS | Alexander BISSET | Cameron BLACK | Fiona BLACK |
| Tom BORTHWICK <i>(died : 02.03.16)</i> | Alistair BOWEN | Anne BOYNE | Richard BRIGHT |
| Clair BUNCH | Edith BUTLER | Helen CALDWELL | Alistair CAMERON |
| Deirdre CARR | Claire CHAPMAN | Andrew COOK | Rob COWIE |
| Jessie CRAIG | Alasdair CRAIK | Lucille CRUICKSHANK | Adam CUMMING |
| Lesley CUMMING | William DEAS | Michael DICK | Kathleen DODS |
| Colin DOUGLAS | Doris DUNCANSON | Irene DUNN | David FAIRWEATHER |
| L J FORREST | David FOTHERINGHAM | Alistair GIBB | Archie GILCHRIST |
| Tom GRAY | Elizabeth HALL | Gillian HEWITT | Alan HORNE |
| Susan HOW | Lesley HOYLE | Ian HUGGAN | Min HUNTER |
| John JOHNSTON | June KEMP | Robert KERNOHAN | George LAUDER |
| Diane McCUTCHEON | Kay MacFARLANE | Jack McKELLAR | Alex MacKENZIE |
| Gayle MacKENZIE | James MacLACHLAN | Graeme MacLEOD | Neil MacLEOD |
| Graham MADELEY | Brian MALONE | Andrew MATHER | Hurley MENDELSSOHN |
| Ruth MINNICAN | Jean MORLEY | Crichton MOUAT | Jean MURRAY |
| John NAYLOR | Dorothy NEWLANDS | Nan PARKER | Lesley PEARSON |
| Leslie PENDREIGH | Willie PREST | Michael RAMSAY | George REID <i>(died : 10.12.16)</i> |
| Stuart RICHARDSON | Oliver RICHES | Jane ROBSON | John RORKE |
| Suresh SANDERS | William SCHOLES | Deirdre SHISHODIA | Angela SMITH |
| Iain SMITH | David STEEDMAN | Norman STOCKS | Michael THOMSON |
| Morris THOMSON <i>(died : 03.11.16)</i> | Susie THORNTON | Alan TROTTER | Marjorie VENNELLE |
| Sandra WATSON | Diane WILLIAMS | Margaret WILLIS | Brenda WILSON |
| Gena WYLIE | Ian YOUNG | | |