

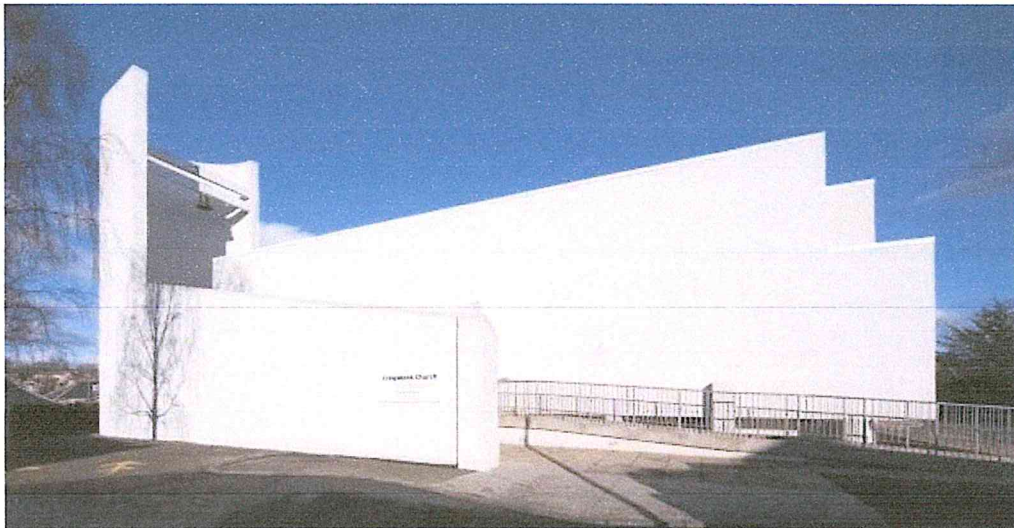
The Church of Scotland
Corstorphine Craigsbank Parish Church

Congregation No: 010021

Charity No: SC014719

Trustees' Annual Report
Year ended 31 December 2020

**Corstorphine Craigsbank Parish Church, Edinburgh,
where in our two centres at Craigsbank and East Craigs,
we offer worship, events and organisations for people of all ages.**



Corstorphine Craigsbank Parish Church
Trustees' Annual Report
Year ended 31 December 2020

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Corstorphine Craigsbank Parish Church

Trustees' Annual Report

Year ended 31 December 2020

The Trustees present the annual report and financial statements for Corstorphine Craigsbank Parish Church for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the Accounting Policies set out in this report and comply with (1) the General Assembly Regulations for Congregational Finance, (2) the Charities and Trustee Investment (Scotland) Act 2005, (3) the Charities Accounts (Scotland) Regulations 2006 (as amended) and (4) 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 (FRS 102).

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.

We believe our congregation called to be a Christian faith community where life is celebrated, love is affirmed, and grief & joy are shared.

To achieve this high calling, we

- **develop engaging Christian worship and celebration of the Gospel**
- **care pastorally and lovingly for the congregation**
- **charitably serve the community**
- **cherish our ecology**
- **are responsible stewards of our organisational assets**

The church continues to serve a large settled, suburban, residential community, which includes a primary and a secondary school and a large, planned housing development on the western edge of Edinburgh.

Achievements and Performance

The text in normal font describes our ministry mostly prior to the Covid lockdown

The text in italics describes noteworthy changes (mostly temporary, we believe) that have occurred since lockdown.

- **Develop engaging Christian worship and celebration of the Gospel**

Corstorphine Craigsbank Parish Church carries out its work at two centres (East Craigs Church Centre and Craigsbank Church) as well as online. Prior to the Covid lockdown, regular Sunday Worship was held at 9.30am (East Craigs) and 11.00am (Craigsbank) followed by socialising over tea and coffee. There are other acts of worship at festivals and special seasons of the year. A small Stepping Stones group for younger children was held during Sunday services.

Pre-Covid around 100 people regularly attended worship which involves many people participating in the preparation and leading of worship events, prayers, readings and music and there was a Welcome Team at both centres.

Corstorphine Craigsbank Parish Church is actively involved with its neighbouring churches for pastoral care and clergy support and participates in joint services and activities arranged through the Corstorphine Churches Together ecumenical grouping.

Since the Covid lockdown the two in-person services have effectively been cancelled and replaced, until further notice, by a single weekly online worship service, available from 8am on Sunday mornings on all the digital platforms of the congregation (website, Facebook and YouTube). The Stepping Stones group activities have also been cancelled and replaced by a fortnightly Craigies Kids Corner, a 15-minute long recorded children's video available on the same platforms. An extra addition, since lockdown, is a growing selection of recorded hymn videos that the Craigsbank Singers are producing as part of the online worship service, led by the church musician, John Patterson, which is uploaded onto the congregation's YouTube channel.

Corstorphine Craigsbank Parish Church
Trustees' Annual Report (cont.)
Year ended 31 December 2020

Achievements and Performance (continued)

• **Caring pastorally and lovingly for the congregation**

There were adult groups including two Bible Study Groups, a group for women (Network), the Prayer Circle, a group of Adult Singers (who regularly contributed during Sunday worship), a Lunch Club (Craigsbank), an adult walking group, an adult theatre group and a Fellowship Group (East Craigs) for older people. There were also congregational social events such as a Congregational Meal, coffee mornings and a Christian Aid. All church members are part of one of around 40 districts, which in turn are overseen by either an elder or a district visitor, who stays in regular contact with the members, offering support and friendship in the process. A church magazine (The Bulletin) is delivered by hand to the members by the visitors and elders, helping to keep the members informed.

There is a pastoral care team that meets regularly and arranges additional visiting for those in the congregation who need it. The team supports the visitors and makes sure that those in nursing homes receive a birthday card as do all in the church who reach 90 years and over.

Due to the Covid lockdown, the minister's regular visits to members in hospital and care homes have had to be cancelled for now.

Given the average age of the congregation (74 years) and the modal (most common) 5-year age group in the congregation being the 85 to 89-year old members, a significant part of the minister's pastoral care focuses on leading funeral services and supporting bereaved members of the congregation and parishioners following the passing away of family members.

The Singers is effectively the congregation's informal choir, which also offers much fellowship to its members.

The lockdown has had them innovate under the leadership of the church musician who now leads a weekly social blether over Zoom for them, but also produces two recorded hymns for use in the weekly church service through the individual recorded solo inputs of each participating member.

Apart from the Bulletin magazine, the congregation was normally kept informed on a weekly basis through the Sunday intimation sheets and on the church website.

Since Covid the weekly intimation sheet has been replaced by a fortnightly electronic newsletter, the Westoverland and a less frequent online Family Diary sent to families with young children, formerly involved with the Messy Church and Mums & Tots. All the socialising events, such as meals and tea sessions, have temporarily been put on hold. The weekly coffee sessions held after each service had to be cancelled. There is, though, now a virtual Coffee Blether via Zoom every week at 11:30am for those wishing to catch up.

• **Charitably serve the community**

There were a Playgroup and two Parent-Toddler groups, a toddler-focused Imagination Tree, a breakfast club and after-school clubs for schoolchildren.

Other events for children and young people included uniformed organisations such as Scouts and Guides with different age sections. The Junior Section of the Boys' Brigade group closed in August 2020, the company section and anchor boys having disbanded the previous year and so there is no longer Boys' Brigade at Craigsbank and East Craigs.

Adult groups making use of the facilities included a Police choir, a Scottish Slimmers Group, an amateur drama group and a yoga group.

Almost all these activities have had to be suspended since Covid.

We have good ties with East Craigs Primary School and with Craigmount High School through the chaplaincy of the minister at these schools.

Involvement has become somewhat limited since Covid but is still ongoing, even though mostly online.

Corstorphine Craigsbank Parish Church
Trustees' Annual Report (cont.)
Year ended 31 December 2020

Achievements and Performance (continued)

• **Charitably serve the community (continued)**

The church raises substantial funds every year supporting a variety of worthy causes and a number of members are directly involved with them. They include the Bethany Care Van, Fresh Start, Christian Aid, the Corstorphine Dementia Project and the Scottish Poppy Appeal. The Church also supports HMP Edinburgh's Children's Christmas present appeal and the Samaritans Purse Shoebox Appeal.

During Advent, the congregation produced and delivered through a group of congregation volunteers a much-appreciated Christmas hamper (including a self-produced CD with Christmas carols and hymns, home baking, gifts and cards) to elderly, fragile and isolated members and some parishioners living in supported housing.

Lockdown has made children's work very difficult to maintain. The Mums & Tots, Stepping Stones and Messy Church have all been suspended. The main focus was the fortnightly online Craigies Kids Corner video, comprising of songs, crafts, puppetry and Bible talk. This was developed by the children's ministry team. During Advent, a Messy Church in a bag was produced for the young children followed by a Christingle in a Bag before Christmas.

The congregation started supporting food parcel collecting and distributing during lockdown within the parish over the winter-period in collaboration with the Corstorphine Hub.

• **Cherish our ecology**

The church is a member of Eco-Congregation Scotland (ECS) and has been given its silver award. The Eco Group continues to encourage domestic recycling, increased ecological awareness, the planting of wild flowers, bulbs and trees as well as litter picks. Energy consumption on the church premises is monitored. The group continues to take an active interest in events relating to Climate Change.

The group promoted the creation of the new Eco Outreach Fund and its first project funded the purchase of fruit trees to be planted by local primary schoolchildren in East Craigs with the approval of the City Council.

Since lockdown, the group has started a fortnightly Zoom-based early morning prayer session for ecology and members have been part of a number of monthly Edinburgh forest church discussions held online and led by Rev Peter Wood. The ECS Chaplain, Rev David Coleman, preached at the online Harvest Festival.

• **Be responsible stewards of our organisational assets**

Pre-Covid-19, both centres were regularly used to run a number of church and community activities for all age groups. The buildings were well used by the local community including the uniformed organisations, school clubs (breakfast clubs and after school clubs) and dance and fitness classes.

The Property Team continues to look after the maintenance of all the premises to avoid any deterioration that might result in significant future expenditure. The properties are well maintained at both centres as well as the recently redecorated manse. The team also carries out regular risk assessments relating to fire safety and building maintenance activities using Health and Safety material from the national church and the church's insurer.

During the two lockdown periods, the use of the facilities by these groups was suspended. The Property Team organised the temporary re-opening of the premises having carried out detailed risk assessments that were supervised by Presbytery and in accordance with guidance issued by the national church in conjunction with the Scottish Government and in line with the requirements of the church's insurer. Similar care will be taken when they next open in 2021.

The staff complement has seen some changes. Towards the end of 2019 the new minister was inducted (Alan Childs). A new part-time church musician was appointed at the start of 2020. The part-time Children and Family Worker of 7 years (Lesley Lawrie), whose post was subsidised by Edinburgh Presbytery, retired in September and has not been replaced.

The part-time church administrative officer and the two part-time cleaners were all furloughed during part of 2020.

The congregational role and members database is continuously being updated. The congregation's website (www.craigsbankchurch.org.uk) has been re-hosted and is in the process of being redesigned and modernised, the congregation has launched its YouTube channel and repositioned its Facebook page.

Corstorphine Craigsbank Parish Church
Trustees' Annual Report (cont.)
Year ended 31 December 2020

Plans for Future Periods

At present, given the severe challenges the Covid lockdown are forcing onto the previously normal congregational life, participation and income sources, our immediate plans are to maintain a regular semblance of accessible normality of pre-recorded online weekly worship, ongoing pastoral support and nurture relationships wherever possible amongst the congregation.

The congregation will urgently have to reappraise the realities of ministering to a congregation of advancing years and what that means for the needs, means and focus of ministry to the members. Similarly, the congregation will have to reassess how it is to embody a Christian presence that is relevant to the parish, whose age profile demographic is much different to that of the congregational membership.

Serious consideration is being given to considering the viability of transforming the East Craigs Church Centre into a community café hub, given the dearth of socialising space and available community space in the East Craigs area.

The Kirk Session is having conversations with the neighbouring parish churches of Cramond and Corstorphine Old Parish to consider the best way forward to minister impactfully to the expected new housing development to the west of the Maybury Road, the “Western Expansion”. One possibility is to set up a Presbytery Mission Initiative that allows local congregations to work together to support outreach.

The Kirk Session is also participating in the new Presbytery Plan for Edinburgh which will cover 2022-2032 and is to be based upon grassroots conversations and proposals, taking on a city-wide approach rather than around individual congregations. Craigsbank is a member of the Local Area Grouping of six Corstorphine churches and the question being addressed is, “What must the Church in this area look like so that it can fulfil its mission to the City and its communities recognising the many changes happening?”

Such changes include the reduction in the number of Presbyteries across Scotland, the reduction full-time ministers in Edinburgh Presbytery, the sustainability of churches and church growth, the impact of new housing developments, whether our buildings are “the right spaces in the right places” and the synergy of churches seeking to work together including alongside other denominations.

At the first meeting of the Local Area Grouping, the representatives of Craigsbank referred to the history of our two church centres, the A listing of the Sanctuary at Craigsbank, that we now function under a Unitary Constitution, our financial position, our membership’s age profile, deprivation within our parish, schools within our parish, services of worship offered, paid staff, our review of the best use of East Craigs Church Centre, how to extend our digital church and the possibilities of the Western Expansion.

Corstorphine Craigsbank Parish Church
Trustees' Annual Report (cont.)
Year ended 31 December 2020

Financial Review

Unrestricted Fund - General Fund

Income fell by 24% for various reasons mainly associated with COVID. It totalled £101,483 (2019 £134,325). With the premises being closed for much of the year, offerings fell by 13% to £74,350 (2019 £85,549). Income for the use of the halls fell by 44% to £21,315 (2019 £38,369) mainly due to the premises being closed for 3 of the usual 10 months due to lockdown and no elections being held in the year. No grants were received in the year in respect of manse rental income (2019 £8,714).

Expenditure fell by 3% to £127,197 (2019 £130,516). The Ministry and Mission Contribution was £66,056 compared to 2019 when it was £59,044 plus £10,917 for Locum Ministry. Fabric expenditure and utility costs were lower than in 2019.

Overall there was a deficit of £25,714 (2019 surplus of £3,809) with a much of that attributable to the impact of COVID.

Unrestricted Designated Fund - Legacy Fund

Income totalled £7,547 (2019 £4,110). There was one legacy in the year for £3,157 (2019 £nil). Investment income fell by 25% to £3,102 (2019 £4,110) due to the reduction in dividend rates. The COVID Job Retention Scheme provided £1,289 (2019 nil) when the administrator was furloughed.

Expenditure totalled £5,992 (2019 £13,025). Expenses for the Children and Family Worker were £220 (2019 £844). There were no major fabric projects during the year (2019 £6,558 for manse refurbishment and £469 for manse utilities). The employment costs of the administrator were £5,771 (2019 £3,532). There were no equipment costs (2019 £1,622 for a desktop and 2 laptops). Regular maintenance costs continue to be charged to the General Fund.

There was a surplus of £1,555 in the year (2019 deficit of £8,916). After allowing for unrealised capital losses of £3,229 (2019 gains of £10,148), the fund fell by £1,674 during the year (2019 increase £1,232) reducing from £184,378 to £182,705.

Restricted Funds

Charity Fund. A total of £3,328.50 was raised for Cunningham House that is operated by the Church of Scotland through CrossReach of which £2,372.25 was raised in early 2020 and £956.25 in late 2019. Collections held after church services prior to COVID raised £482.23 to support Chegoria Hospital that operates in Kenya. No further collections were possible later in the year. The balance of the fund is available for expenditure on the Care Van although that activity is currently on hold due to COVID.

Eco Outreach Fund. A total of £313.60 was raised to purchase trees that will be planted in East Craigs by the Eco-Congregation Group. This project involves both children in the congregation and those attending the local primary school.

Flower Fund. There was little activity during the year due to COVID with £40 being spent on flowers for the church.

Investment Policy

Legacy Fund investing in the Church of Scotland Investors Trust Growth Fund

The Kirk Session authorised the Treasurer to invest up to £75,000 in the Growth Fund of the Church of Scotland Investors Trust subject to not more than 40% of the total Legacy Fund monies being so invested. This is an equity-based fund.

The Finance Committee monitors the performance of this investment keeping the Kirk Session informed no less than quarterly.

Deposits and Bank Accounts

The Kirk Session authorised the Treasurer and the Session Clerks to be the three signatory Trustees required to open a Virgin Charity Deposit Account with Virgin Money with any two of them being required to sign withdrawal slips.

The Kirk Session authorised the Finance Committee to make similar arrangements when opening charity accounts with other banks or building societies covered by the FSCS whether they be current or savings accounts or fixed term bonds for periods not exceeding five years. Fixed term bonds were subsequently effected with the Skipton Building Society.

At least £15,000 is to be retained in the Bank of Scotland current account to meet potential cashflow requirements.

The amount invested with any banking group must not exceed the Retail Deposit Compensation Limit set under the Financial Services Compensation Scheme.

The Finance Committee monitors compliance with the Investment Policy and keeps the Kirk Session informed no less than quarterly.

Corstorphine Craigsbank Parish Church
Trustees' Annual Report (cont.)
Year ended 31 December 2020

Investment Performance

The charity invested £75,000 in three Fixed Rate Bonds with the Skipton Building Society in 2014 for varying periods for which credit is taken for interest accrued to date. A partial disinvestment of £5,864 took place in 2015. Until October 2020, the proceeds of each bond (both capital and interest) were reinvested at each subsequent maturity date. At that time, the proceeds of one bond were taken in cash with the proceeds of the other two bonds being reinvested for a further year at a fixed rate of 0.75%. Further details about these Fixed Rate Bonds are to be found in Note 11.

The charity invested a total of £64,993 in the Growth Fund of the Church of Scotland Investors' Trust during 2014. There have been no subsequent purchases or sales of units. Dividend income was £2,037 (2019 £2,614 reflecting lower dividend rates brought about by COVID. Unrealised capital losses in the year totalled £3,229 (2019 gains of £10,148) making a total gain of £17,576 since initial investment. The year-end dividend yield fell to 2.23% (2019 3.04%). Further details are available on the COSIT website.

Risk Management

Although they have not yet created a formal risk register, the Trustees are members of the Kirk Session of Craigsbank Parish Church and are well aware of their wider responsibilities to their members, to the local parish area and to the church at large. This brings greater clarity to the issues and risks facing the church today and in the future. Stewardship within the church encompasses making the best use of everyone's talents whether they be of money, time or skills.

The church is part of the Presbytery of Edinburgh and is therefore included in its "Presbytery Plan". That will ultimately determine the future resourcing of local churches by ministers and others as well as the use of church buildings. In the meantime the Trustees are confident that Craigsbank is capable of having a viable independent future as evidenced by Presbytery approving the induction of a new minister in 2019. This is further described in the Plans for Future Periods section.

Along with many churches, our membership has declined and an increasing proportion is retired. So far, the level of income received from members has held up well and the retired members have been able to devote their time and skills to the work of the church. The Trustees are aware that sourcing new volunteers for certain tasks is important to "spread the load", avoid stagnation and increase involvement.

The buildings used by the church are owned by the General Trustees of the Church of Scotland. While the halls comprising East Craigs Church Centre and Craigsbank can be used relatively flexibly, the same cannot be said about the sanctuary at Craigsbank. Although a repeat of the level of renovation required ten years ago is not yet envisaged, future fabric repairs could again be expensive especially within the limitations of its Category A listing. The Trustees are therefore maximising the use of the other halls and looking to see what additional use could be made of the sanctuary.

The impact of COVID has been felt in congregational life with in-person worship, socialising and meetings having to go on-line. The temporary re-opening of the premises in 2020 was carried out after carrying out detailed risk assessments that were supervised by Presbytery and in accordance with guidance issued by the national church in conjunction with the Scottish Government. Similar care will be taken when they next open in 2021. Risk assessments are also carried out relating to fire safety and building maintenance activities using Health and Safety material from the national church and the church's insurer.

Financial risks and their mitigation are covered in the sections headed "Reserves Policy", "Financial Review" and "Investment Policy".

Corstorphine Craigsbank Parish Church
Trustees' Annual Report (cont.)
Year ended 31 December 2020

Reserves Policy

The General Fund meets the regular expenses of the Charity including the general maintenance of buildings and the upkeep and renewal of fixtures and fittings. The Trustees consider that the General Fund should aim to hold reserves amounting to about six months' expenditure. At the end of the year, the reserves were £64,693 (2019 £90,407) while expenditure in the year was £127,197 (2019 £130,516) so this equates to 6.10 (2019 8.31) months' expenditure. A reduction was not unexpected given the impact of COVID.

The Kirk Session is aware of the fact that future increases in expenditure will have to be met from the Legacy Fund even if congregational giving fully recovers to pre-COVID levels.

The Legacy Fund is also used to meet major non-recurring expenditure on buildings and fabric and to meet the payroll costs of the administrator. At the end of the year, it had reserves of £182,705 (2019 £184,378) which is indicative of the fact that there were no major fabric projects in 2020.

The Charity Fund is used to disburse amounts collected by the congregation for the benefit of third party charities and, as such, no reserves are required.

The Flower Fund and the Eco Outreach Fund also require no reserves.

Grant Making Policy

From time to time the congregation raises funds for other charitable organisations and causes and these are shown in Note 17. All such collections that pass through the congregation's bank account together with any associated tax recoveries under Gift Aid are deemed to be restricted donations and are credited to the Charity Fund from where they are disbursed to the relevant beneficiaries in the form of charitable donations from the congregation.

Structure, Governance and Management

The congregation is a registered charity (number SC014719) and is administered in accordance with the terms of the Deed of Constitution (Unitary Form) 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. They are the active elders of the church and are chosen from those members of the congregation who are considered to have the appropriate gifts and skills. The Minister, who is a member of the Kirk Session, is elected by the congregation and inducted by Presbytery. The Minister usually chairs meetings of the Kirk Session.

The Kirk Session has responsibility for both spiritual and temporal matters and it meets at least four times each year. Certain responsibilities are delegated to the Finance Committee, the Property Committee and other Session Committees as appropriate.

Corstorphine Craigsbank Parish Church
Trustees' Annual Report (cont.)
Year ended 31 December 2020

Reference and Administrative Information

Trustees

The following members of the Kirk Session served as Trustees during 2020 or in the subsequent period up to the date of signing of this report.

Rev Alan Childs	Gilbert Currie	Ian Ridland
Margaret Adair	Jim Douglas	Pat Ridland
Margaret Badstevener	Penny Greig	Anna Robertson
John Baker	Dennis Hay	Susan Ross
Ann Brough	Catriona Inglis	Paul Spencer
Mike Brough	Alan Kennedy	Elaine Thompson
Margot Brown	Christine Laurie	Carol Turnbull
Donald Clark	Alison McKay	Sandy Turnbull
Marion Cockburn	Jean Mowle	Julie Wilkinson
Anne Currie	Jackie Rankine	

Principal Office-bearers

Minister:	Rev Alan Childs
Session Clerks:	Margaret Adair (until 28 Jan 2020) and Elaine Thompson
Church Treasurer:	Alan Kennedy

Principal Office

Craigsbank Church of Scotland	19 Craigs Bank, Edinburgh, EH12 8HD
Charity Registration Number:	SC014719
Congregation Reference No:	010021

Independent Examiner

Louise Presslie, Chartered Accountant
Whitelaw Wells, Chartered Accountants
9 Ainslie Place, Edinburgh, EH3 6AT

Bankers

Bank of Scotland	206 St John's Road, Edinburgh, EH12 8SH
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Corstorphine Craigsbank Parish Church
Trustees' Annual Report (cont.)
Year ended 31 December 2020

Statement of Trustees' Responsibilities

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

The law applicable to charities in Scotland requires the charity trustees to prepare financial statements for each 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 the 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 judgements 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 assume 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 maintaining the integrity of the charity and its 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,

.....*Elaine Thompson*.....

Date: 17 March 2021

Elaine Thompson
Session Clerk

Corstorphine Craigsbank Parish Church
Independent Examiner's Report to the Trustees
Year ended 31 December 2020

I report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 13 to 21.

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 & 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 seeking 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 2006 (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.

Examiner: 

Date: *17 March 2021*

Louise Presslie, Chartered Accountant
Whitelaw Wells
Chartered Accountants
9 Ainslie Place
Edinburgh
EH3 6AT

Corstorphine Craigsbank Parish Church
Statement of Financial Activities
Year ended 31 December 2020

	<u>Note</u>	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
		Funds	Funds	Funds	Funds	Funds	Funds
		2020	2020	2020	2019	2019	2019
		£	£	£	£	£	£
Income and Endowments from:							
Donations and Legacies	1	77,507	2,854	80,361	85,549	1,280	86,829
Charitable Activities	2	1,336	-	1,336	1,166	-	1,166
Other Trading Activities	3	21,315	-	21,315	38,369	-	38,369
Investments	4	3,367	-	3,367	4,636	-	4,636
Grants	5	5,818	-	5,818	8,714	-	8,714
Total Income		109,344	2,854	112,198	138,434	1,280	139,715
Expenditure on:							
Raising Funds	6	105	-	105	113	-	113
Charitable Activities	6	133,396	3,851	137,247	143,428	456	143,884
Total Expenditure		133,502	3,851	137,353	143,541	456	143,997
Net (Expenditure) / Income before gains and losses on investments		(24,158)	(996)	(25,155)	(5,107)	824	(4,283)
Net Gains/ (Losses) on Investments	11	(3,229)	-	(3,229)	10,148	-	10,148
Net Income / (Expenditure)		(27,387)	(996)	(28,384)	5,041	824	5,865
Transfers between funds	15	-	-	-	-	-	-
Net Movement in Funds		(27,387)	(996)	(28,384)	5,041	824	5,865
<u>Reconciliation of Funds</u>							
Total Funds Brought Forward	15	274,786	1,486	276,272	269,745	662	270,407
Net Movement in Funds		(27,387)	(996)	(28,384)	5,041	824	5,865
Total Funds Carried Forward	15	247,398	490	247,889	274,786	1,486	276,272

There are no Endowment Funds.

Corstorphine Craigsbank Parish Church

Balance Sheet at 31 December 2020

		Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £
	Note						
Fixed Assets							
Tangible Assets	10	-	-	-	-	-	-
Investments	11	139,114	-	139,114	161,872	-	161,872
Total Fixed Assets		<u>139,114</u>	<u>-</u>	<u>139,114</u>	<u>161,872</u>	<u>-</u>	<u>161,872</u>
Current Assets							
Debtors	12	5,118	-	5,118	5,861	236	6,096
Cash at bank and in hand	14	110,345	490	110,835	111,737	1,251	112,988
Total Current Assets		<u>115,463</u>	<u>490</u>	<u>115,953</u>	<u>117,598</u>	<u>1,486</u>	<u>119,084</u>
Liabilities							
Creditors falling due within one year	13	7,179	-	7,179	4,684	-	4,684
Net Current Assets		<u>108,284</u>	<u>490</u>	<u>108,774</u>	<u>112,913</u>	<u>1,486</u>	<u>114,400</u>
Creditors falling due after more than one year		-	-	-	-	-	-
Net Assets	14	<u>247,398</u>	<u>490</u>	<u>247,889</u>	<u>274,786</u>	<u>1,486</u>	<u>276,272</u>
Funds of the charity				2020			2019
				£			£
Unrestricted Funds							
General funds	15			64,693			90,407
Designated funds	15			182,705			184,378
				<u>247,398</u>			<u>274,786</u>
Restricted Funds	15			490			1,486
Endowment Funds				-			-
Total Funds	15			<u>247,889</u>			<u>276,272</u>

The accounts were approved by the Kirk Session on 17 March 2021.

For and on behalf of the Kirk Session

Elaine Thompson

Elaine Thompson

Session Clerk

Alan F Kennedy

Alan Kennedy

Treasurer

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 Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The Church constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The Trustees' going concern assessment includes the expected impact of COVID-19 to the Charity for a period of at least 12 months from the date of signing of these financial statements.

Fund Accounting

Funds are classified as either restricted 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.

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 funds.

The charity has no endowment funds, that is funds which have been given on the condition that the original capital sum is not reduced, but the income therefrom is used for the purpose defined in accordance with the objects of the charity.

Income

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.

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.

Accrued interest on the Fixed Rate Bonds invested with the Skipton Building Society and the interest-bearing current account with Virgin Money is included but no credit is taken for interest that may have accrued on holdings in the Deposit Fund of the Church of Scotland Investors' Trust.

Expenditure

Expenditure and any interest on loans is recognised on an accruals basis as the liability is incurred.

Fixed assets

The charity has the right to occupy and use for its charitable objects certain tangible fixed assets, namely Craigsbank Church, East Craigs Church Centre, the church halls and manse, all of which are vested in the Church of Scotland General Trustees. No consideration is payable for the use of these assets. Expenditure incurred on the repair, maintenance and insurance 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 are written off in full at the time of purchase.

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 end and the beginning of the financial year or, if purchased in the year, the difference between the market value at the end of the year and the cost. 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.

Financial Instruments

These comprise financial assets and financial liabilities which are recognised when the charity becomes a party to the contractual provisions of the instrument. They are classified as "basic" in accordance with FRS102 and are accounted for at the settlement amount due which equates to the cost. Financial assets comprise investments and cash. Financial liabilities comprise accruals.

Taxation

Craigsbank Church of Scotland 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.

Corstorphine Craigsbank Parish Church
Notes Forming Part of the Financial Statements for the
Year ended 31 December 2020

Analysis of Income

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £
1 Donations and Legacies						
Offerings	60,415	2,089	62,504	69,474	1,032	70,506
Tax recovered on Gift Aid	13,934	380	14,315	16,075	248	16,323
Legacies	3,157	-	3,157	-	-	-
Value of Donated Goods	-	-	-	-	-	-
Other Donations	-	386	386	-	-	-
	<u>77,507</u>	<u>2,854</u>	<u>80,361</u>	<u>85,549</u>	<u>1,280</u>	<u>86,829</u>
2 Income from Charitable Activities						
Weddings and Funerals	1,336	-	1,336	910	-	910
Coffee mornings etc	-	-	-	-	-	-
Concerts	-	-	-	-	-	-
Other	-	-	-	256	-	256
	<u>1,336</u>	<u>-</u>	<u>1,336</u>	<u>1,166</u>	<u>-</u>	<u>1,166</u>
3 Income from Other Trading Activities						
Rent	21,315	-	21,315	38,369	-	38,369
Other Trading	-	-	-	-	-	-
	<u>21,315</u>	<u>-</u>	<u>21,315</u>	<u>38,369</u>	<u>-</u>	<u>38,369</u>
4 Investment Income						
Dividends	2,037	-	2,037	2,614	-	2,614
Deposit interest	1,042	-	1,042	1,510	-	1,510
Bank interest	288	-	288	512	-	512
	<u>3,367</u>	<u>-</u>	<u>3,367</u>	<u>4,636</u>	<u>-</u>	<u>4,636</u>
5 Grants						
Church of Scotland Grant	-	-	-	8,714	-	8,714
Job Retention Scheme Grant	5,818	-	5,818	-	-	-
- (see note 7)	<u>5,818</u>	<u>-</u>	<u>5,818</u>	<u>8,714</u>	<u>-</u>	<u>8,714</u>

Corstorphine Craigsbank Parish Church
Notes Forming Part of the Financial Statements for the
Year ended 31 December 2020

6 Analysis of Expenditure

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £
Raising Funds						
Bank Fees	7	-	7			-
Offering Envelopes	98	-	98	113	-	113
	<u>105</u>	<u>-</u>	<u>105</u>	<u>113</u>	<u>-</u>	<u>113</u>
Charitable Activities						
Ministries and Mission Contribution	66,056	-	66,056	59,044	-	59,044
Locum Ministry	-	-	-	10,917	-	10,917
Presbytery Dues	1,945	-	1,945	2,013	-	2,013
Children and Family Worker Costs	220	-	220	844	-	844
Minister's Expenses (note 8)	2,378	-	2,378	100	-	100
Locum Minister's Expenses	-	-	-	673	-	673
Interim Moderator's Expenses	-	-	-	72	-	72
Congregational Activities	76	-	76	1,943	-	1,943
Pulpit Supply	-	-	-	549	-	549
Other Salary Costs	22,753	-	22,753	21,503	-	21,503
Fabric Repairs & Maintenance	13,028	-	13,028	18,262	-	18,262
Insurance	4,939	-	4,939	4,977	-	4,977
Utilities	7,217	-	7,217	10,345	-	10,345
Council Tax (note 8)	3,422	-	3,422	578	-	578
Other Building & Equipment Costs	3,597	-	3,597	4,602	-	4,602
Church Office Expenses	5,501	-	5,501	4,643	-	4,643
Organ & Music	677	-	677	1,064	-	1,064
Independent Examiner's Fee	900	-	900	870	-	870
Charitable Donations (note 17)	-	3,811	3,811	-	303	303
Other Expenses	687	40	727	427	154	581
	<u>133,396</u>	<u>3,851</u>	<u>137,247</u>	<u>143,428</u>	<u>456</u>	<u>143,884</u>
Total	<u>133,502</u>	<u>3,851</u>	<u>137,353</u>	<u>143,541</u>	<u>456</u>	<u>143,997</u>

Support costs have not been separately identified as the trustees consider there is only one charitable activity.

7 Staff Costs and Numbers

	2020 £	2019 £
Salaries and wages	22,689	20,624
Social security costs	-	-
Total staff costs (gross of Job Retention Scheme grants)	<u>22,689</u>	<u>20,624</u>

During the year, some staff were furloughed and paid 80% of their normal rate for those periods. Those salary payments are included above. The associated Job Retention Scheme payments received from HMRC are shown in Note 5 as Grants.

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

Administrative support	1	1
Music staff	1	1
Premises maintenance	2	2
Total staff numbers	<u>4</u>	<u>4</u>

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 £28,137 and the maximum stipend (in the fifth and subsequent years) £34,577. The Children and Family Worker was employed by Edinburgh Presbytery albeit her role is with Craigsbank Church. There were no staff in the year under review or in the previous year paid over £60,000.

Corstorphine Craigsbank Parish Church

Notes Forming Part of the Financial Statements for the

Year ended 31 December 2020

8 Trustee Remuneration and Related Party Transactions

During the year, Council Tax of £3,422 (2019 £578) was paid in respect of the Manse occupied by the Minister.

During the year, expenses reimbursable to the Minister totalled £1,778 (2019 nil) for travel and £600 (2019 £100) for telecommunications.

The Minister, Rev Alan Childs, and the Congregational Treasurer, Alan Kennedy, were also reimbursed for expenses that had to be paid using a debit or credit card.

The Minister was reimbursed for card expenses totalling £1,755 (2019 £1,448) mostly relating to the church website and software.

The Congregational Treasurer was reimbursed for card expenses totalling £345 (2019 £2,062) mostly relating to accounting software and postage.

During the year, no other Trustee received any reimbursement and none received any remuneration.

No other Trustee or a 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 £15,618 (2019 : £15,022) was donated to the congregation by its Trustees. The majority of these donations were made under Gift Aid and so the charity also benefitted from the corresponding tax recoveries.

9 Volunteers

In common with all congregations of the Church of Scotland and as stated elsewhere in this Report, the congregation benefits from the contribution made by volunteers who give of their time and talents willingly for the benefit of the Church. The areas of congregational life which rely on the contribution of volunteers are many and varied and much of the activity would be unable to continue were it not for the commitment shown.

10 Tangible Fixed Assets

The charity holds no tangible fixed assets nor has it acquired or disposed of any; the section on Tangible Fixed Assets in the Accounting Policies refers.

Corstorphine Craigsbank Parish Church
Notes Forming Part of the Financial Statements for the
Year ended 31 December 2020

Column headings for this page

Unrestricted	Restricted	Total
Funds	Funds	Funds
2020	2020	2020
£	£	£

Unrestricted	Restricted	Total
Funds	Funds	Funds
2019	2019	2019
£	£	£

11 Investments (all in respect of the Legacy Fund)

Market value at 1 January	161,872	-	161,872	147,682	-	147,682
Acquisitions at cost	56,545	-	56,545	49,071	-	49,071
Disposals at opening value/cost	(76,074)	-	(76,074)	(45,029)	-	(45,029)
Net gains (losses) on revaluation	(3,229)	-	(3,229)	10,148	-	10,148
Market value at 31 December	<u>139,114</u>	<u>-</u>	<u>139,114</u>	<u>161,872</u>	<u>-</u>	<u>161,872</u>
Historic cost at 31 December	<u>121,539</u>	<u>-</u>	<u>121,539</u>	<u>141,067</u>	<u>-</u>	<u>141,067</u>
Proceeds	76,074	-	76,074	45,029	-	45,029
Opening market value	76,074	-	76,074	45,029	-	45,029
Net realised gains (losses) in year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

All three Skipton fixed term bonds matured in October 2020. The proceeds of the first bond were kept to meet any additional cashflow requirements arising from COVID. The proceeds of the second and third bonds were fully reinvested for a further year with interest fixed at 0.75%.

- The proceeds of the first bond were £21,069.81 comprising capital of £20,789.16 and interest of £280.65.
- The proceeds of the second bond were £27,882.11 comprising capital of £27,003.62 and interest of £878.49.
- The proceeds of the third bond were £28,663.23 comprising capital of £28,281.43 and interest of £381.80.

The following investments are held:

15,376 units in the Church of Scotland Investors Trust Growth Fund.	82,569	-	82,569	85,798	-	85,798
Fixed Rate Bonds with the Skipton Building Society.	56,545	-	56,545	76,074	-	76,074
	<u>139,114</u>	<u>-</u>	<u>139,114</u>	<u>161,872</u>	<u>-</u>	<u>161,872</u>

12 Debtors

Gift Aid Tax Refund Due	3,912	-	3,912	3,887	236	4,123
Legacy Income Due	-	-	-	-	-	-
Bank Interest	7	-	7	36	-	36
Deposit Interest	83	-	83	826	-	826
Other Income Due	<u>1,115</u>	<u>-</u>	<u>1,115</u>	<u>1,112</u>	<u>-</u>	<u>1,112</u>
	<u>5,118</u>	<u>-</u>	<u>5,118</u>	<u>5,861</u>	<u>236</u>	<u>6,096</u>

13 Creditors

Accrued Expenditure	7,179	-	7,179	4,477	-	4,477
Uncashed Cheques	-	-	-	207	-	207
	<u>7,179</u>	<u>-</u>	<u>7,179</u>	<u>4,684</u>	<u>-</u>	<u>4,684</u>

Corstorphine Craigsbank Parish Church
Notes Forming Part of the Financial Statements for the
Year ended 31 December 2020

14 Analysis of Net Assets Among Funds

a Analysis at 31 December 2020	General	Designated	Restricted	Total
	£	£	£	£
Fixed Assets	-	-	-	-
Investments	-	139,114	-	139,114
Bank and Cash	66,666	43,679	490	110,835
Debtors	4,974	144	-	5,118
less Creditors	(7,179)	-	-	(7,179)
Net assets at 31 December	64,461	182,937	490	247,889

b Analysis at 31 December 2019	General	Designated	Restricted	Total
	£	£	£	£
Fixed Assets	-	-	-	-
Investments	-	161,872	-	161,872
Bank and Cash	89,737	22,000	1,251	112,988
Debtors	5,201	660	236	6,096
less Creditors	(4,530)	(154)	-	(4,684)
Net assets at 31 December	90,407	184,378	1,486	276,272

15 Movements in Funds

a Analysis for Year ended 31 December 2020	At 1 Jan	Income	Expenditure	Transfers	Gains / (Losses)	At 31 Dec
	£	£	£	£	£	£
Restricted funds						
Charity Fund	1,364	2,854	3,811	-	-	407
Flower Fund	123	-	40	-	-	83
	<u>1,486</u>	<u>2,854</u>	<u>3,851</u>	<u>-</u>	<u>-</u>	<u>490</u>
Unrestricted funds						
Legacy Fund	184,378	7,547	5,992	-	(3,229)	182,705
Eco Outreach Fund	-	314	314	-	-	-
General Fund	90,407	101,483	127,197	-	-	64,693
	<u>274,786</u>	<u>109,344</u>	<u>133,502</u>	<u>-</u>	<u>(3,229)</u>	<u>247,398</u>
Total funds	<u>276,272</u>	<u>112,198</u>	<u>137,353</u>	<u>-</u>	<u>(3,229)</u>	<u>247,889</u>

b Analysis for Year ended 31 December 2019	At 1 Jan	Income	Expenditure	Transfers	Gains / (Losses)	At 31 Dec
	£	£	£	£	£	£
Restricted funds						
Charity Fund	488	1,178	303	-	-	1,364
Flower Fund	174	103	154	-	-	123
	<u>662</u>	<u>1,280</u>	<u>456</u>	<u>-</u>	<u>-</u>	<u>1,486</u>
Unrestricted funds						
Legacy Fund	183,146	4,110	13,025	-	10,148	184,378
General Fund	86,599	134,325	130,516	-	-	90,407
	<u>269,745</u>	<u>138,434</u>	<u>143,541</u>	<u>-</u>	<u>10,148</u>	<u>274,786</u>
Total funds	<u>270,407</u>	<u>139,715</u>	<u>143,997</u>	<u>-</u>	<u>10,148</u>	<u>276,272</u>

Notes Forming Part of the Financial Statements for the Year ended 31 December 2020

16 Description of Funds

Purposes of Restricted Funds

Charity Fund: This fund was established for amounts collected by the congregation for the benefit of third party charities so they might be clearly identified as such in the congregational accounts if they pass through the congregation's bank account.

Flower Fund: This fund was established for amounts collected by the congregation for the provision of flowers at church services.

Purposes of Unrestricted Funds

General Fund: This fund covers all matters not falling within the remit of the other funds.

Legacy Fund: This designated fund was established in 2013 when the church was informed that it was to receive a substantial unrestricted legacy. The Trustees decided that the Legacy Fund should initially be used to provide transfers to meet the congregation's share of the costs of the Children and Family Worker but its primary purpose has now changed to funding major refurbishments of the premises and the employment costs of the church administrator.

Eco Outreach Fund: This designated fund was established in 2020 when the Kirk Session agreed to support environmental outreach of the "Eco Team" to involve the youth of the church and within the local parish and primary school.

17 Collections for Third Party Charities	2020	2019
	£	£
Cunninghame House	2,372	956
Friends of Chogoria Hospital (Kenya)	482	-
Moir Anderson Foundation	-	222
Collected through the Charity Fund	2,854	1,178
Christian Aid Week (incl parish door to door collection)	-	2,681
Christian Aid (December breakfast)	-	877
Friends of Chogoria Hospital (Kenya)	-	826
Parkinson's UK Scotland	-	552
Myeloma UK	-	489
Collected outwith the Charity Fund	-	5,425
Total Collected for Third Party Charities	2,854	6,603

With church services having to stop at the end of March, no further collections for third parties could be undertaken in 2020. However, individual members of the congregation were encouraged to continue to support the following charities to the extent circumstances allowed.

Christian Aid Week Appeal

Gifts for children for the Samaritans' Purse Appeal.

Christmas gifts were given to the children of prisoners at HMP Edinburgh.

Clothing and other articles donated for the Bethany Care Van and for Fresh Start.

Donations towards starter packs for Fresh Start.

18 Funds Held on behalf of the Congregation by the Church of Scotland General Trustees

No congregational funds were held by the General Trustees at either 31 December 2020 or 31 December 2019.

During 2019, rental income received for the manse during the ministerial vacancy was transferred to a fund held on behalf of the Congregation by the General Trustees. Later in the year, this was drawn down in full to meet the cost of utilities and insurance and treated as a grant from the General Trustees which is shown in Note 5 to the accounts.