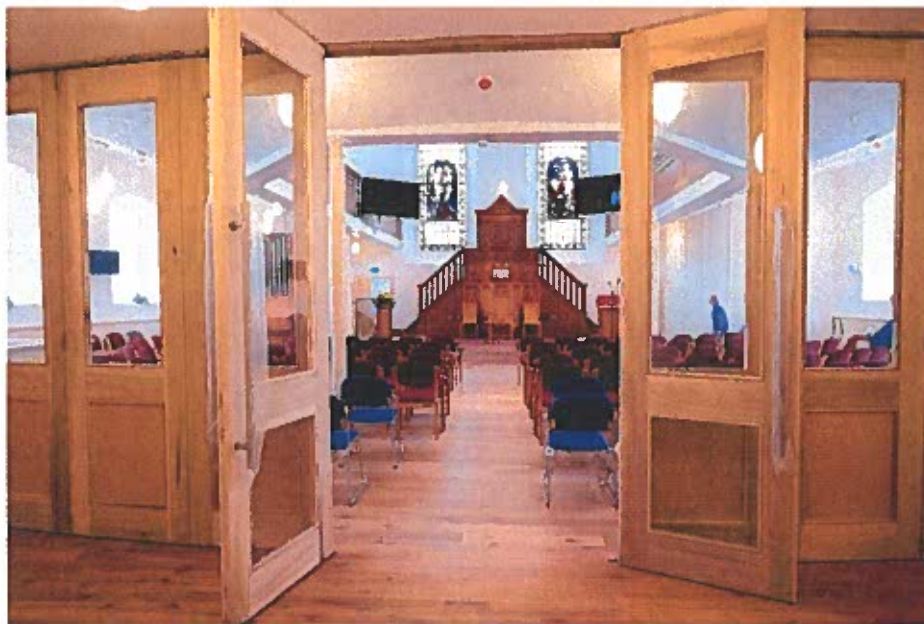


# **The Church of Scotland**

## **Limekilns Parish Church**

### **TRUSTEES' ANNUAL REPORT & ACCOUNTS**

**Year ended 31 December 2020**



**Congregation No: 241470**

**Scottish Charity No: SC002435**

## Contents

Trustees' Annual Report .....	2
Limekilns Parish Church: Serving the Community .....	3
Financial Review.....	5
Structure, Governance and Management .....	9
Reference and Administrative Information .....	9
Statement of Trustees' Responsibilities .....	10
Independent Examiner's Report.....	11
Statement of Financial Activities .....	12
Balance Sheet.....	13
Notes to the financial statements .....	14

## Trustees' Annual Report

The trustees present their annual report and financial statements of the charity for the year ended 31 December 2020. This Statement of Account (the combined Trustees Annual Report and Financial Statements) has been prepared in accordance with the accounting policies set out in note 1 to the accounts and complies 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 Second Edition effective from 1<sup>st</sup> January 2019.

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.



## Limekilns Parish Church: Serving the Community

Limekilns Parish Church Serves the communities of Limekilns, Charlestown, Crombie and Patiesmuir.

The commitment of its members to promote the love of Christ, to nurture its membership and to reach out to the community and beyond is demonstrated in many acts of praise and prayer, and through events and individual actions.

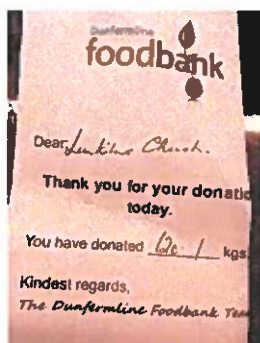
Our church remains strong with 208 members on the roll. While our services of worship attract around 50/60 people, there is an energy apparent. Since opening of the redeveloped sanctuary and office space in March 2018, have seen new followers join our number within the sanctuary. The closure of the building in March 2020 changed many aspects of church life. When we were able to re-open for limited numbers in worship, our redeveloped building allowed us to do this much more efficiently and safely.



The Trustees Annual Report for the year ending 31<sup>st</sup> December 2019 anticipated change both local and national for the Church of Scotland. The plans we had for 2020 were quickly overtaken by the arrival of Covid-19 in the UK. Like the rest of society, we had to respond to both government regulation and very different needs with regard to provision of worship and how we served our community.

Much of church life moved online in mid-March 2020. Our last full service of worship in church took place on the 15<sup>th</sup> of March 2020. We reopened the building for private prayer on the 17<sup>th</sup> of July 2020 and for services of worship from the 27<sup>th</sup> of September 2020. The building was closed again on 26<sup>th</sup> December 2020. Worship services were made available on the Zoom platform. An audio version of the service was available on the website. For those unable to access a computer, we continued our CD distribution.

Some activities continued unaffected. Our Prayer Chain offered confidential prayer support. Other activities had to cease. The Wednesday Tea Room was unable to open. New activities commenced. We participated in a local food parcel delivery service to those in need. We distributed flowers to people living alone or struggling with isolation.



We continue to seek ways of serving beyond the confines of church and parish. We continue in our prayer support of the Imkerhof Children's charity. Another successful reverse Advent Calendar allowed us to supply a significant amount of goods to the Dunfermline Foodbank. We also continued our pattern of holding special collections for good causes at Communion Services.





Proposed changes resulting from the visit of the Presbytery of Dunfermline Special Commission did slow down due to covid restrictions. We received a 'virtual visit' from representatives from 'Place for Hope' and look forward to more progress in 2021.

The Kirk Session has been aware of the need to continue to move forward and to learn from the challenges of lockdown. We have continued with member-led services. We have explored new forms of worship. We have recognised the benefit of online worship for those who find church attendance difficult. Our Facebook profile has increased.



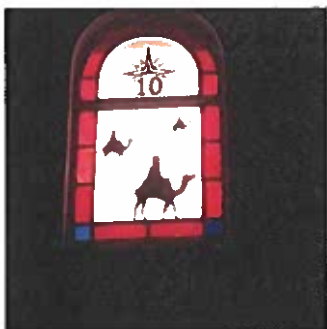
We continue to examine how we can reach and serve young people. Messy Church moved online, and early in the pandemic encouraged our community to grow sunflowers, so that when summer came and lockdown was suspended we had a lovely display of flowers throughout the village. We also held a Holiday Club on Zoom. The Minister took part in web-based assemblies at end of year and Christmas school assemblies.

The challenges of the past year have meant many church and village activities being put on hold. This has served as a timely reminder of the central place of the Church to the life of our villages. We long for the return of worship and church activities to our beautiful building and look forward to welcoming back the community groups who use our premises. Of equal importance is our ability to offer service and care within the parish and beyond.



Remembrance Day was still observed, with those who have died in conflicts the world over still remembered, even though our usual service was limited in numbers and the parade could not take place.

During Advent, we encouraged villagers to sign up to a Living Advent Calendar and create an Advent Window in their home, that villagers would be able to look out for on their daily walks.



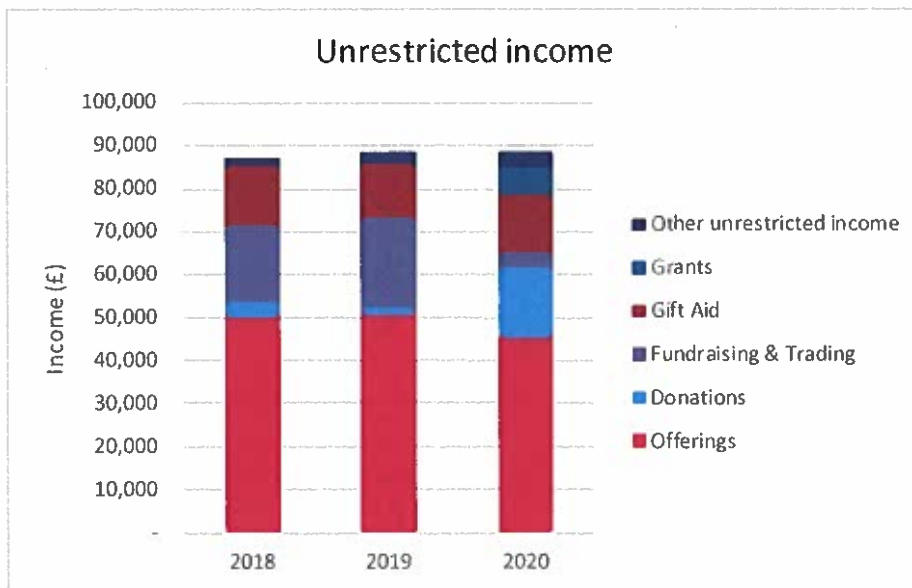
In addition to our regular church activities, we recognised a need within our community to provide additional support to those in financial need, shielding, or simply in need of community support. We applied for grants, totalling £7,250, through the Third Sector Resilience fund, in addition to using funds that the church had in reserve for a suitable community support purpose. In association with two local businesses, The Bruce Arms and The Sutlery, we have been able to deliver 474 parcels to a total of 40 different recipients during the period from May through until December 2020.



2020 has proved a challenging year, but it has also highlighted the strength and life that exists within the congregation. In the face of difficulties, we have kept true to our faith and found more and new ways of putting love into action. There is a clear desire to hang on to the lessons learned during lockdown as we look forward to more normal times ahead.

### Financial Review

As a church we are thankful to God for His provision throughout another year.



The impact of the closure of our buildings due to the Covid pandemic is a significant change in the ration of our income received through various routes

Our major source of general income continues to be weekly and monthly offerings received by standing orders, cash donations at the door on Sundays. However, as can be seen from the graph above, offerings donations income is this year only just over 50% of our overall income. We have been extremely grateful to receive a number of individual larger donations than in recent years. This has greatly assisted us in maintaining a level of income comparable to previous years. Gift Aid is claimed on donations where applicable, and the Gift Aid Small Donations Scheme now allows us to

make a claim based on cash donations. Gift aid claims over 2020 were maintained at a similar level to previous years.

In addition to the church being closed for much of the year, for worship, almost all of our fundraising events could not go ahead due to social distancing regulations. As can be seen in the graph above, fundraising income is much reduced compared to previous years. However, the fundraising group was by no means idle and through its imaginative effort and hard work made a welcome contribution to funds through the sale of Christmas cards, created in association with Limekilns Primary School, and an online quiz in association with our sister church, Cairneyhill. Some individual members of the congregation also raised funds in aid of the church through a variety of activities including making face-coverings and organising a "Guess the Weight of the Christmas Cake" fundraiser. We are also very appreciative of the assistance and support of The Sutlery and individuals within the congregation in our efforts to raise funds for the church.

We furloughed all staff at the start of the pandemic, with only the cleaner returning on a part-time basis when the church was allowed to open for worship with a limited congregation. This allowed us to reclaim a proportion of salaries while staff were on furlough. Over the year, we were able to reclaim £6,519 of the total cost of salaries which was £10,920 for the year. The church secretary, Maria, left her employment at the end of October 2020 to start a college course, and our organist, Moira also left at the end of October.

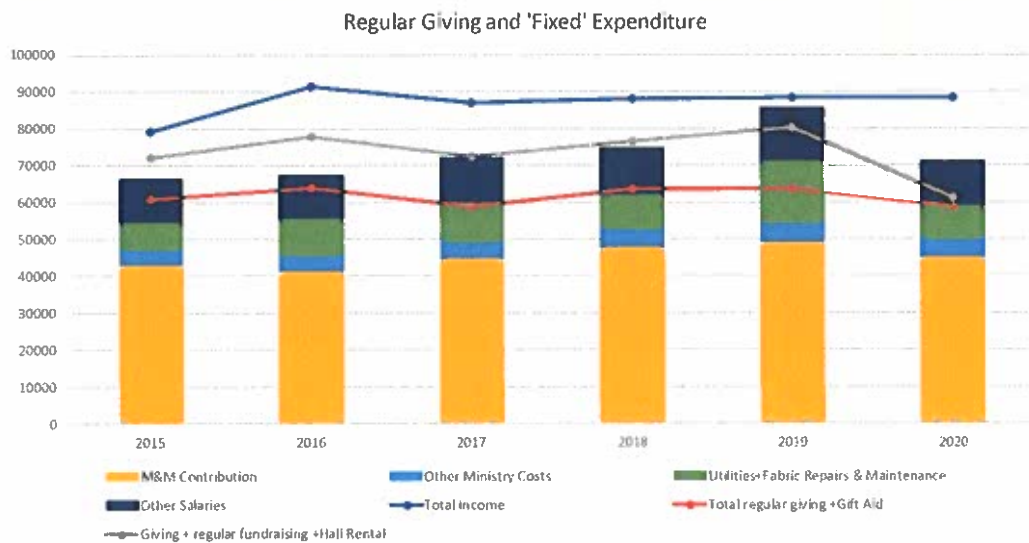
During this financial year, our general unrestricted income decreased by only £136 from £88,501 to £88,365 which is a much better position than we had thought possible at the start of the pandemic and are thankful to all members of the congregation and community who gave over this time.

As previously mentioned, offerings income has decreased significantly from £50,765 to £45,376 being given in 2019. However larger one-off donations has increased from £1,398 in 2019 to £16,205 in 2020. This has led to an associated increase in gift aid reclaimed.

Fundraising and trading income has been badly hit by the pandemic due to restrictions on social gatherings. The closure of the Wednesday afternoon tea-room, in particular, has impacted not only on the income generated, but also the ability for members and non-members to come together in a social activity.

While on the surface the figures for total income do not show a significant change, the change that has happened is the growing gap between regular sources of income, that is income we can rely on, and total income. The pandemic has shown that some sources of income that we had previously thought of as being relatively secure regular income are no longer secure.

Total restricted income of £7,410 was received (2019:nil) £7,250 of this was from the Third Sector Resilience Fund with a further £160 split between the Flower Fund and additional foodbox support.



The bars show our basic expenditure on Ministry, Utilities, Insurance, Fabric Maintenance and Salaries and the upper lines show regular sources of income. This graph shows clearly the changing profile of income of the church, and the need to diversify sources of income to ensure the church remains able to fulfil the needs of the congregation and the wider population of Limekilns.

Our expenditure last year, was reduced significantly for two main reasons. We were provided with a reduction in our Ministry & Mission Contribution by Dunfermline Presbytery of £5,000 and the planned expenditure on maintenance tasks, on the whole did not take place. This however doesn't remove the need for that expenditure to take place it simply pushes it into next year and the year after.

Unrestricted expenditure has decreased from £94,480 to £77,946. This expenditure does not include the repayment of a £5,000 loan. Including that our cash-flow out is around £5,000 higher than the expenditure figures show. This reduced expenditure with a static total income has led to an unrestricted fund surplus of £10,419 (last year there was a deficit of £5,979) and a total fund surplus of £7,969 (2019: deficit of £7,242). We had planned for a deficit this year, due to an expected increase in expenditure on manse and other property maintenance, carried over from last year, together with this year's planned maintenance. This programme of property work will now be undertaken in 2021 and beyond. However, in order to continue to expend resources on property maintenance, income will need to be increased or alternatively expenditure will need to be reduced in other areas.

### Reserves Policy

The Trustees' policy to hold reserves has been reviewed and has now been set at a level of approximately three months' expenditure to provide protection against fluctuations in income and unexpected but necessary repairs. This would mean holding reserves of approximately £25,000 based on this year's expenditure.

Current Unrestricted Reserves are £45,215 (2019: £34,796). This amounts to just over 6 months' general expenditure at usual levels. As additional maintenance is required next year, with a budgeted deficit of around £12,000, the Trustees feel that the current level of reserves will allow this planned deficit. However, a further deficit in the following years would reduce the reserves to below the level that the trustees have agreed to be prudent to hold.

In addition, the church holds £5,349 (2019: £7,799) of Restricted Funds held for purposes described in note 16

### **Risk Management**

The trustees have considered the major risks facing the church, together with strategies to manage and mitigate those risks. The main risks that the trustees consider material are:

The lack of a local treasurer with no-one from within the congregation being willing to take on this role since the previous treasurer resigned in June 2015. As an interim measure a treasurer has been appointed from outwith the area.

An ageing congregation, with decreasing communicant members is a concern which the trustees are addressing through the introduction of new types of worship, such as 'Messy Church' together with the work of the 'Future Focus' programme encouraging greater community involvement. It is also hoped that the work on modernising the interior of the church building will increase community use and outreach work.

With significant maintenance tasks highlighted in the Quinquennial Inspection Report, the church will have to make available funds for this maintenance. We currently have limited reserves that can be used and therefore we have two alternatives: firstly, to reduce other non-essential expenditure and secondly, to increase income in order to cover the additional maintenance work. If income does not increase sufficiently, cuts will be required to regular ongoing expenditure in order for the church to continue the range of activities currently undertaken.

The trustees have taken the decision to approach the General Trustees for a loan to undertake the major maintenance work that is required on the manse, and this has been approved in principle. The repayments are likely to be made from the proceeds of the sale of the manse, again a route sought by the trustees, at some point in the future. Should a replacement manse be required, proceeds from the sale of the existing manse would be used towards the cost of that property.



## Structure, Governance and Management

### Governing Document

The Church is a registered charity, number SC002435 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.

### Recruitment and Appointment of Trustees

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 gifts and skills. The minister, who is a member of the Kirk Session, is elected by the congregation and inducted by Presbytery.

### Organisational Structure

The Kirk Session which meets ten times a year is responsible for all matters both spiritual and temporal. It is chaired by the Minister. Authority and responsibility are delegated to the Treasurer, to the Property Convener, and to the Finance and the Employment Groups as appropriate.

### Reference and Administrative Information

Charity Name:	Limekilns Parish Church
Charity Registration Number:	SC002435
Congregation Reference No:	241470
Principal Office:	Church Office, 8 Church Street Limekilns, KY11 3HT

#### Trustees at date of approval of Annual Report and Accounts

Burton, Miss Samantha J.	Lamont, Mrs Deirdre	Riley, Mrs Morag
Chalmers, Mrs Claire	Lamont, Mr James	Runciman, Mrs Eileen
Donnelly, Mrs Mary L. P.	Leighton, Mr Duncan J.	Souter, Mr David
Dreyer, Mr H. Peter	Lindsay, Mrs Jennifer	Souter, Mrs Elaine
Dreyer, Mrs Anne	Mason, Mr Keith S	Stoddart, Mr Charles
Grant, Mrs Karen	Murdoch, Mr Tom	Taylor, Mrs Christine A.
Grant, Rev. Norman M.	Oliver, Mrs Pat	Watt, Mrs Mary (from Nov 2020)
Hamilton, Mrs Susan	Peebles, Mrs Sandra (from Nov 2020)	Wilson, Mrs Linda
Kirkpatrick, Mrs Eileen		

#### Other Trustees serving during the Financial Period

Carswell, Mr R.A. Scott	Until June 2020
-------------------------	-----------------

#### Other individuals recorded last year as a trustee but who had resigned or taken emeritus status in previous years

Bruce, Lady Martha	Resigned September 2017
Davies, Mrs Sheena	Resigned September 2016
Edminson, Mrs June	Resigned September 2017
Hagart, Mrs Margaret J.	Resigned September 2016

**Principal Office-bearers**

Minister	Rev N Grant
Session Clerk	currently vacant
Church Treasurer	Mrs Margaret B Birse

**Bankers**

Royal Bank of Scotland  
52-54 East Port  
Dunfermline, KY12 7HB

**Independent Examiner**

Mr D Rowe

## 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).

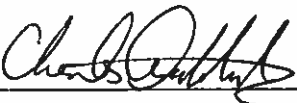
The law applicable to charities in Scotland preparing fully accrued accounts requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial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

- select suitable accounting policies and then apply them consistently;
- observe the method and principles in the applicable 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 financial information on the congregation's website. Legislation in the United Kingdom governing the preparation of financial statements may differ from legislation in other jurisdictions.

Approved by the Trustees on 11<sup>th</sup> April 2021 and signed on their behalf by:



---

C Stoddart, Trustee: Limekilns Parish Church, SC002435

## **Independent Examiner's Report** to the Trustees of Limekilns Parish Church

I report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 12 to 23

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the Statement of Account 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 Statement of Account as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

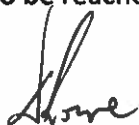
### **Basis of Independent Examiner's statement**

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

- 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
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Date: 12/04/2021

Name: Mr David Rowe FCMA, CGMA

Address: Rosyth Business Centre,  
KY11 2WX

## Statement of Financial Activities

### For the Year Ended 31 December 2020

	Note	For the period 01 January 2020 to 31 December 2020			For the period 01 January 2019 to 31 December 2019		
		Unrestricted Funds £	2020 Restricted Funds £	Total Funds £	Unrestricted Funds £	2019 Restricted Funds £	Total Funds £
<i>Income and endowments from:</i>							
Donations and legacies	2	84,083	7,410	91,493	66,618	66,618	
Income from charitable activities	3	526	-	526	746	746	
Other trading activities	4	3,728	-	3,728	21,079	21,079	
Investments	5	28	-	28	58	180	
<b>Total income</b>		<b>88,365</b>	<b>7,410</b>	<b>95,775</b>	<b>88,501</b>	<b>88,623</b>	
<i>Expenditure on:</i>							
Raising funds	6	400	-	400	1,498	1,498	
Expenditure on charitable activities	7	77,546	9,860	87,406	92,982	94,367	
<b>Total expenditure</b>		<b>77,946</b>	<b>9,860</b>	<b>87,806</b>	<b>94,480</b>	<b>95,865</b>	
<b>Net income / (expenditure) resources before transfer</b>		<b>10,419</b>	<b>(2,450)</b>	<b>7,969</b>	<b>(5,979)</b>	<b>(7,242)</b>	
<i>Transfers</i>							
Gross transfers between funds - in		-	-	-	-	-	
Gross transfers between funds - out		-	-	-	-	-	
<b>Net movement in funds</b>		<b>10,419</b>	<b>(2,450)</b>	<b>7,969</b>	<b>(5,979)</b>	<b>(7,242)</b>	
<i>Reconciliation of funds</i>							
<b>Total funds brought forward</b>		<b>34,796</b>	<b>7,799</b>	<b>42,595</b>	<b>40,775</b>	<b>49,837</b>	
<b>Total funds carried forward</b>		<b>45,215</b>	<b>5,349</b>	<b>50,564</b>	<b>34,796</b>	<b>42,595</b>	

The Notes on pages 14 to 23 form part of these financial statements



## Balance Sheet

As at 31 December 2020

	Note	2020		2019		
		Unrestricted funds	Restricted funds	Unrestricted funds	Restricted funds	Total funds
		£	£	£	£	£
<b>Current Assets</b>						
Debtors	11	4,615	-	5,774	-	5,774
Cash at Bank and In Hand		42,740	16,437	36,268	17,761	54,029
		47,355	16,437	42,042	17,761	59,803
<b>Liabilities</b>						
Creditors falling due within one year	12	(2,140)	(1,141)	(7,246)	(15)	(7,261)
Provisions for Liabilities falling due within 1 year	13	-	(9,947)	-	-	-
<b>Net Current Assets</b>		45,215	5,349	34,796	17,746	52,542
<b>Total Assets less Current Liabilities</b>		45,215	5,349	34,796	17,746	52,542
Liabilities due after one year		-	-	-	(9,947)	(9,947)
<b>Total Net Assets/(Liabilities)</b>		45,215	5,349	34,796	7,799	42,595
<b>Funds of the Church</b>	16					
Unrestricted Funds		45,215	-	34,796	-	34,796
Restricted Funds		-	5,349	-	7,799	7,799
<b>Total Funds of the Church</b>		45,215	5,349	34,796	7,799	42,595

The notes on pages 14 to 23 form part of these financial statements

These accounts were approved by the trustees on 11<sup>th</sup> April 2021, and signed on their behalf by



Rev Norman M Grant, Trustee



Margaret Birse, Treasurer

## Notes to the financial statements

For the year ended 31 December 2020

### 1. 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 and Assessment of Going Concern**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. 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 Standards applicable in the UK and Republic of Ireland (FRS102) 2<sup>nd</sup> Edition, issued on October 2019 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). The charity 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.

#### a) Funds

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.

**Endowment Funds** are 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.

**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.

#### b) Income

All donations and gifts are included within incoming resources under either unrestricted or restricted funds according to the terms under which the donation is made. Incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is entitled to the income, when any conditions attached to the income have been met (performance or timing conditions), when the amount can be quantified with reasonable accuracy and when it is more likely than not that the income will be received.

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross.

Amounts received by the charity as agent are not included in the SOFA. This includes amounts of money collected in a retiring offering or a fundraising event for a specific charity. A full list of these collections is included in note 17.

**d) Interest Receivable**

Income is recognised when the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

**e) 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.

**f) Volunteers**

No amounts are included in the financial statements for services donated by volunteers, although the church values the work of its volunteers immensely.

**g) Expenditure**

Expenditure is recognised on an accruals basis as soon as there is a legal or constructive obligation to pay out resources. The charity is not registered for VAT and resources expended include attributable VAT which cannot be recovered.

**h) Tangible Fixed Assets**

The charity has a right to occupy and use for its charitable purposes, 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 on the repair, maintenance and refurbishment of these assets is charged as resources expended in the statement of financial activities in the period in which the liability arises. The General Trustees include the figures as donations to them in relation to increasing asset values where appropriate.

The charity also has a long-term tenancy agreement for use of the Gellat Hall. No rent is payable for this lease.

Other purchased fixed assets are capitalised when the cost is over £15,000.

**i) Debtors**

All debtors are measured at transaction value.

**j) Loans & Creditors**

Loans from Church of Scotland are recognised at present value, using figures provided by the Church of Scotland. All other loans and creditors are measured at transaction value.

## Analysis of Income

	2020			2019		
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
<b>2 Donations and Legacies</b>						
Offerings	45,376	50	45,426	50,765	-	50,765
Weddings and Funerals (donations)	680	-	680	320	-	320
Other Donations	16,205	110	16,315	1,398	-	1,398
Congregational organisations	-	-	-	100	-	100
Legacies	2,000	-	2,000	1,000	-	1,000
Tax recovered on Gift Aid	13,303	-	13,303	12,785	-	12,785
Donated Services (IE Fee)	-	-	-	250	-	250
Grants	6,519	7,250	13,769	-	-	-
<b>Total Donations &amp; Legacies</b>	<b>84,083</b>	<b>7,410</b>	<b>91,493</b>	<b>66,618</b>	<b>-</b>	<b>66,618</b>
<b>3 Income from Charitable Activities</b>						
Life & Work	526	-	526	651	-	651
Holiday Club	-	-	-	55	-	55
Other	-	-	-	40	-	40
<b>Total Income: Charitable Activities</b>	<b>526</b>	<b>-</b>	<b>526</b>	<b>746</b>	<b>-</b>	<b>746</b>
<b>4 Other Trading Activities</b>						
Magazine Printing	542	-	542	1,416	-	1,416
Photocopying	23	-	23	675	-	675
Magazine Advertising	70	-	70	540	-	540
Christmas Fair	-	-	-	3,925	-	3,925
Afternoon Teas	1,239	-	1,239	9,956	-	9,956
Use of Premises	821	-	821	2,805	-	2,805
Other Fundraising	1,033	-	1,033	1,762	-	1,762
<b>Total Other Trading Activities</b>	<b>3,728</b>	<b>-</b>	<b>3,728</b>	<b>21,079</b>	<b>-</b>	<b>21,079</b>



## Analysis of Income (continued)

	2020			2019		
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
<b>5 Investment income</b>						
Deposit interest	-	-	-	-	122	122
Bank interest	28	-	28	58	-	58
<b>Total Investment Income</b>	<b>28</b>	<b>-</b>	<b>28</b>	<b>58</b>	<b>122</b>	<b>180</b>
<b>Total Incoming Resources</b>	<b>88,215</b>	<b>7,410</b>	<b>95,625</b>	<b>88,501</b>	<b>122</b>	<b>88,623</b>

## Analysis of Expenditure

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.

	2020			2019		
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
<b>6 Cost of Raising Funds</b>						
Offering Envelopes	-	-	-	98	-	98
Magazine Printing Costs	250	-	250	750	-	750
Bazaar	-	-	-	606	-	606
Bank Charges	8	-	8	14	-	14
Other	142	-	142	30	-	30
<b>Total Cost of Raising Funds</b>	<b>400</b>	<b>-</b>	<b>400</b>	<b>1,498</b>	<b>-</b>	<b>1,498</b>

**Analysis of Expenditure (Continued)**

	2020			2019		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
<b>7 Charitable Activities</b>						
Ministries & Mission Allocation	45,178	-	45,178	49,177	-	49,177
Presbytery Dues	908	-	908	912	-	912
Minister's Travel Expenses	1,111	-	1,111	1,642	-	1,642
Council Tax	3,243	-	3,243	3,125	-	3,125
Cairneyhill Contrib Council Tax	(775)	-	(775)	(740)	-	(740)
Pulpit Supply	60	-	60	97	-	97
Cairneyhill Contribution Pulpit Supply	(8)	-	(8)	(9)	-	(9)
Other salary costs	10,920	-	10,920	12,391	-	12,391
Fabric Repairs & Maintenance (Church)	1,257	869	2,126	251	-	251
Fabric Repairs & Maintenance(Manse)	975	-	975	9,160	-	9,160
Cairneyhill Contribution (Manse repairs)	(961)	-	(961)	(943)	-	(943)
Utilities Maintenance	671	-	671	671	-	671
Cairneyhill Contrib Manse gas Maint	(75)	-	(75)	(75)	-	(75)
Other Buildings Costs (Utilities)	3,775	-	3,775	4,443	-	4,443
Insurance	3,537	-	3,537	3,837	-	3,837
Manse Insurance contrib Cairneyhill	(176)	-	(176)	(178)	-	(178)
Church Office Expenses	2,270	-	2,270	3,127	-	3,127
Cairneyhill Contribution telephone	(138)	-	(138)	(149)	-	(149)
Life & Work	550	-	550	642	-	642
Choir/ Music / organist supply	1,604	-	1,604	2,844	-	2,844
Worship & Outreach	3	8,785	8,788	566	85	651
Finance Management Fees	3,417	-	3,417	1,905	-	1,905
Building Refurbishment	-	206	206	36	1,300	1,336
Equipment & Furniture	-	-	-	-	-	-
IE's Fee (equivalent cost re:Donated Service)	200	-	200	250	-	250
<b>Total Cost of Charitable Activities</b>	<b>77,546</b>	<b>9,860</b>	<b>87,406</b>	<b>92,982</b>	<b>1,385</b>	<b>94,367</b>
<b>Total Expenditure</b>	<b>77,946</b>	<b>9,860</b>	<b>87,806</b>	<b>94,480</b>	<b>1,385</b>	<b>95,865</b>

Limekilns Parish Church is linked with Cairneyhill. The two churches share the cost of ministerial and manse expenses with Cairneyhill contributing 26% of those costs (averaged over 5 years) as follows:

Expense	2020			2019		
	Total Cost Incurred	Cairneyhill Contribution	Limekilns Net Expense	Total Cost Incurred	Cairneyhill Contribution	Limekilns Net Expense
Pulpit Supply	60	8	52	97	9	88
Office Telephone	622	138	484	679	149	530
Manse Insurance	647	176	471	702	178	524
Manse Gas Maintenance	288	75	213	288	75	213
General Manse Repairs	675	961	(286)	9,159	942	8,217
Council Tax	3,243	775	2,468	3,125	740	2,385
	5,535	2,133	3,402	14,050	2,093	11,957

## 8. Staff Costs and Numbers

	2020	2019
Salaries and wages	£ 10,920	£ 12,391
Social security costs	-	-
<b>Total</b>	<b>10,920</b>	<b>12,391</b>
The average number of employees during the year was as follows:		
	2020	2019
	Number	Number
Administration	1	1
Music Staff	1	1
Premises Maintenance	1	1
<b>Total</b>	<b>3</b>	<b>3</b>
No employee received employee benefits in excess of £60,000 (2019 nil)		

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 of service) £34,577.

**9. Trustee Remuneration and Related Party Transactions**

During the year one trustee received reimbursement of expenses incurred (including Council Tax) - the minister, Rev. N. Grant, received £3,579 (2019: £4,027) with an additional element paid by Cairneyhill Church. Mrs. Karen Grant (Trustee) is connected to Rev. N Grant.

No trustees received remuneration (2019:nil)

Gifts from Trustees, totalled £24,829 (2018: £16,464) A total of Nil (2019:Nil) was given for restricted purposes

**10. Volunteers**

In common with all congregations of the Church of Scotland the congregation benefits from the contribution 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 contribution of volunteers are many and varied and much of the activity would be unable to continue were it not for the commitment shown.

In 2019 the independent examination of the charity's accounts has been undertaken at no charge to the church. As we have paid for this service in the past, a sum equivalent to that which the church believes the service to be worth to the church has been included as both a Gift in Kind and as the equivalent fee. In 2020 we once again paid to have the accounts examined, and therefore no Gift in Kind is shown.

**11. Debtors**

	2020			2019		
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	£	£	£	£	£	£
Gift Aid Tax Refund Due	2,316	-	2,316	2,507	-	2,507
Due from Cairneyhill	2,133	-	2,133	2,093	-	2,093
Photocopying (Cairneyhill)	-	-	-	-	-	-
Other copying & Printing	-	-	-	16	-	16
Use of Premises/Advertising	-	-	-	908	-	908
CJRS Grant (Dec)	166	-	166	-	-	-
Donated Service (IE)	-	-	-	250	-	250
<b>Total</b>	<b>4,615</b>	<b>-</b>	<b>4,615</b>	<b>5,774</b>	<b>-</b>	<b>5,774</b>



**12. Creditors**

	2020			2019		
	Unrestricted funds £	Restricted funds £	Total funds £	Unrestricted funds £	Restricted funds £	Total funds £
Agency Payment		935	935	-	15	15
HMRC Payment Due	21	-	21	99	-	99
Finance Management Fee	778	-	778	468	-	468
Ministers Travel Expenses	194	-	194			
Utilities	947	-	947	833	-	833
IE Fee (Donated Service)	-	-	-	250	-	250
IE Fee (2020)	200	-	200			
Other creditors	-	206	206	596	-	596
Subtotal	2,140	1,141	3,281	2,246	15	2,261
Loan (Other)	-	-	-	5,000	-	5,000
Subtotal Loans	-	-	-	5,000	-	5,000
<b>Total Creditors</b>	<b>2,140</b>	<b>1,141</b>	<b>3,281</b>	<b>7,246</b>	<b>15</b>	<b>7,261</b>

**13. Provision for Liability**

In addition to the creditors shown in Note 12, a provision has been made for a liability in relation to the retention fee, payable for the refurbishment work undertaken within the church building. It is reported as a provision, as the timing of the payment was uncertain. The provision is for a sum of £9,947, but has now been paid.

**14. Contingent Liability**

The church, along with the General Trustees, had been in discussions, over the potential sale of a piece of ground currently within the manse boundaries. Some costs have been incurred by the General Trustees, which were due to be off-set against the sale price of the land. The sale has not gone through and as a result, Limekilns will have a liability relating to the legal costs incurred so far. Currently these costs total £229. The General Trustees have not yet informed the congregation when or if these sums are required to be paid.

**15. Contingent Asset**

Corresponding to the Provision for Liability for the retention fee, is a contingent asset of £1,525. This is the potentially recoverable sum for a VAT reclaim from the Listed Places of Worship Grant Scheme (LPWGS). As the actual sum receivable is uncertain, and the timing of the payment uncertain, due to the nature of the scheme, it is not reported as an asset in the account but included here as a note of a contingent asset.

**16. Movement of Funds**

	2019						2020					
	At 1st Jan 2019	Incoming Resources	Outgoing Resources	Transfers	At 1st Jan 2020	Incoming Resources	Outgoing Resources	Transfers	At 31 Dec 2020			
	£	£	£	£	£	£	£	£	£			
<b>Restricted funds</b>												
Building Repairs (Elgin Fund)	2,783	122	(1,300)	-	1,605	-	(1,075)	-	530			
Flower Fund	1,279	-	(85)	-	1,194	120	(495)	-	819			
Minister's Discretionary Fund	5,000	-	-	-	5,000	-	(2,050)	-	2,950			
Foodboxes	-	-	-	-	-	7,290	(6,240)	-	1,050			
<b>Total Restricted Funds</b>	<b>9,062</b>	<b>122</b>	<b>(1,385)</b>	<b>-</b>	<b>7,799</b>	<b>7,410</b>	<b>(9,860)</b>	<b>-</b>	<b>5,349</b>			
<b>Unrestricted funds</b>												
Designated New Building Funds	625	-	-	-	625	-	-	-	625			
General Fund	40,150	88,501	(94,480)	-	34,171	88,365	(77,946)	-	44,590			
Total Unrestricted Funds	40,775	88,501	(94,480)	-	34,796	88,365	(77,946)	-	45,215			
<b>Total funds</b>	<b>49,837</b>	<b>88,623</b>	<b>(95,865)</b>	<b>-</b>	<b>42,595</b>	<b>95,775</b>	<b>(87,806)</b>	<b>-</b>	<b>50,564</b>			

**Purposes of Restricted Funds**

**Exterior Building Repairs:** This fund holds grants and donations provided specifically for the external building repairs, this fund is now closed.

**Building Repairs (Elgin Fund):** This fund held a very generous donation, given to the church by Lord Elgin, which has been to fund the interior building work, together with additional grants and donations towards this work.

**Chair Fund:** This fund held gifts provided specifically for the purchase of new seating for the sanctuary, it is now closed.

**Flower Fund:** This fund holds donations given specifically for the provision of flowers in the church.

**Minister's discretionary fund:** This fund arose as a result of a donation, given to be used at the minister's discretion specifically for the work of the church in the community.

**Purpose of Designated Funds**

**Designated New Building Fund:** Funds designated by the trustees to be used for the Building Renovation Work if required.