

**The Church of Scotland**  
**TROON OLD PARISH CHURCH**

**Trustees Report and Financial Statements**  
**For the year ended 31<sup>st</sup> December 2010**

**The Stated Annual General Meeting of the Congregation will be held on  
Sunday 27<sup>th</sup> March 2011 at 11:45 in the Church Hall**

**ALL MEMBERS OF THE CONGREGATION ARE ENCOURAGED TO ATTEND**

**Congregational Number 100598**

**Charity Number SC007246**

## Troon Old Parish Church

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The Trustees present the annual report and accounts for the Troon Old Parish Church for the year ended 31<sup>st</sup> December 2010.

### Reference and Administrative Information

Charity Name:	Troon Old Parish Church
Charity Registration Number	SC007246
Congregation Reference Number	100598
Contact Address	The Church Office, Ayr Street, Troon KA10 6EB

### TRUSTEES

The Trustees who served at any time during the year and up to the date of signing of the accounts are as follows:

### KIRK SESSION

Revd A H Symington (Minister)

Mr Bill Allan	Mr Andy Fell	Mr Ben Maxwell
Mrs Joy Allan	Miss Aileen Fraser	Mr Alex Miller
Mrs Morar Blair	Mrs Aileen Galloway	Mrs Jean Morman
Mrs Elizabeth Bone	Mrs Moira Gemmell	Mrs Julie Neal
Mr David Bone	Mr Bob Gemmell	Mrs Jean Parker
Mrs Margaret Bonnes	Mr Andy Hamilton	Mr Jack Philip
Mr Tom Bonnes	Mrs Marion Hamilton	Mrs Sandra Pirie
Mrs Mhari Boyd	Rev S Harris	Mr David Reid
Mr Bob Brown	Miss Dorothy Hinderwell	Mr Tom Robb
Mrs Eleanor Butchart	Mr Colin Irvine	Mr Harry Russell
Mr Hugh Calderwood	Mr Brian Johnston	Mr Robin Samson
Mr John Caldwell	Mrs Jean Lawson	Mrs Anne Shelley
Mrs Ann Caldwell	Mrs Elizabeth McAughtrie	Mrs Moira Simpson
Mr Martin Cheyne	Mr Billy McCall	Mrs Isobel Smith
Miss Carol Clark	Mr Douglas McCreath	Mrs Arlene Stevenson
Mr David Clark	Mrs Anne McCulloch	Mr Graham Sweet
Mr Alec Cowan	Dr Laura MacDonald	Mrs Sheila Sweet
Mr Alistair Crabb	Mr Robin McEwan	Mrs Eileen Symington
Mr Brian Duncan	Mrs Lesley MacInnes	Mrs Sheila Thomson
Mrs Joan Duncan	Mrs Nan McKinnell	Dr Tommy Whitelaw
Mr Adrian Eddolls	Mr Bill McMichael	Mr Murray Wilson
Mr Jim Edgar	Miss Elizabeth Magee	

### CONGREGATIONAL BOARD (1<sup>st</sup> January, 2010 to 6<sup>th</sup> September, 2010)

Mrs C Allan	Mrs M Brown	Mrs P Eddolls
Mrs G Kellie	Mrs C Lewis	Mrs M Matthews

### PRINCIPLE OFFICE BEARERS

Minister:	Revd A H Symington, M.A., B.D
Session Clerk:	Andrew L Fell
Clerk to the Board:	Colin Irvine
Church Treasurer:	Moira Gemmell

### INDEPENDENT EXAMINER

Mr David Gordon C.A, 30 Fullarton Drive, Troon KA10 6LE

### BANKERS:

Royal Bank of Scotland PLC, Ayr Street, Troon KA10 6EE

### **Structure Government and Management - Governing Document:**

The Church and Parish Quoad Sacra of Troon Old was administered in accordance with the Deed of Constitution dated 20<sup>th</sup> September, 1933 until 6<sup>th</sup> September, 2010.

As of the 6<sup>th</sup> September, 2010 the Church and Parish Quoad Omnia of Troon Old was administered in accordance with the Deed of Constitution as agreed by the General Assembly of the Church of Scotland. This being a unitary constitution.

### **Recruitment and Appointment of Trustees:**

Members of the Kirk Session and the Congregational Board are the charity trustees. The Kirk Session members are 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. The Congregational Board is appointed from within the congregation and members of the congregation are invited to nominate individuals who are believed to have the skills and commitment to contribute to the management affairs of the Church, to become members of the board. Board members are then appointed at the Stated Annual Meeting and serve for a period of three years after which they must seek re-election at the Stated Annual Meeting.

### **Organisational Structure**

The Congregational Board was chaired by the Minister and met four times in a year. Certain responsibilities were delegated to the Finance committee and the Fabric committee as appropriate. The Kirk Session which meets four times a year is now responsible for spiritual affairs within the church as well as those previously captured by the Congregational board.

### **Objective 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.

Activities include Service of Worship, Youth Fellowship, Sunday School, including Creche and mother & toddler group. Communion services are held three times per year plus two family communions.

### **Achievements and Performance:**

During the year we had 5 new admissions by certificate and 7 by resolution of the Kirk Session. There was one transfer out by certificate of transfer and 27 of our members died in 2010. Our membership at 31<sup>st</sup> December 2010 was 1007.

Weddings this year were 15 in total, christenings 10 and funerals 113.

Our new Beadle Gordon McCulloch took up his role during February and Andrew McConnell a member of our congregation took up the role of organist. David Moore formally became our new choir master during the month of March.

The Sunday Schools, Toddler Group, Creche and Youth Fellowship continue to thrive and meet regularly. The attendance for the senior Sunday school and Youth Fellowship in particular are very healthy and show positive signs for the future.

Many fundraising events were held throughout the year particularly the Saturday Café, car boot sales, Sunday coffee, Burns Supper and St Andrews Ceilidh.

## Financial Review

The financial review for the year show a surplus of £14.864 and that the trend in previous years of deficits has been reversed. Overall income has increased by 2% compared to 2009 but should be considered in light of the Give & Grow campaign that took place in 2009.

Voluntary income has increased by around 4% with a 15% increase in revenue from hall letting. This is unfortunately balanced out by around 18% reduction in revenue from charitable activities.

Expenditure shows an increase of around 3% on the previous year but was exactly on budget for that planned for the year. This is in light of increases in the following areas:

	Total 2010	Total 2009	Diff £	Diff %
Other Salary Costs	20591	15229	5362	35.2%
Fabric Repairs & Maintenance	17305	9044	8261	91.3%
Council Tax	2837	2370	467	19.7%
Other Building Costs	21308	19623	1685	8.6%
Church Office Expenses	2194	1556	638	41.0%
Education	1630	1258	372	29.6%
Other Expenses	8877	6539	2338	35.8%

This is balanced by the reductions in the following expenditures:

	Total 2010	Total 2009	Diff £	Diff %
Ministries and Mission Allocation & Presbytery Dues	78584	86823	(8239)	-9.5%
Minister's Expenses	6811	7226	(415)	-5.7%
Pulpit Supply	315	360	(45)	-12.5%
Organ & Music	179	4185	(4006)	-95.7%

The restricted funds at the date of the accounts are as follows:

	Total 2010	Total 2009	Diff £	Diff %
Youth Ministry Fund	7131	6817	314	4.6%
Fabric Fund	7306	5051	2255	44.6%
Graves Fund	2000	2000	0	0.0%

## Reserves Policy

The Trustees policy is to work towards a position where the costs of fabric expenditure can be provided for through giving to restricted funds set up for the purpose to relieve the mainstream giving of the need to provide for this item. The Trustees are of the belief that the church does not have a finite life and will go on from generation to generation. Consequently the reserve policy is to create a large reserve from any surplus on General Account or if any windfall receipts are received then these or part of these can be used to augment the last reserve

### **Statement of Trustees: Responsibilities**

Charity Law 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 these financial statements the trustees are required to:-

- select suitable accounting policies and then apply them consistently
- 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 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 Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. 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.

Approved by the Trustees and signed on their behalf

Andrew L Fell  
Session Clerk

2011

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

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2010, which are set out on pages 1 – 15

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

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity trustees consider that the audit requirements of Regulation 10(1)(a) to (c) of the Accounts Regulation 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. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanation from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent examiner's statement**

In the course of my examination, no matter has come to my attention.

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations and
  - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mr David Gordon C.A  
30 Fullarton Drive,  
Troon KA10 6LE

/2011

## Troon Old Parish Church

## Statement of Financial Activities for the year ended 31st December 2010

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2010 £	Total 2009 £
Incoming Resources						
Voluntary Income	1	130278	16519	135	146932	141075
Activities for generating funds	2	13147	0	0	13147	11492
Investment Income	3	485	6	0	491	590
Incoming Resources from Charitable Activities	4	14923	0	0	14923	18236
<b>Total Incoming Resources</b>		<b>158833</b>	<b>16525</b>	<b>135</b>	<b>175493</b>	<b>171393</b>
Resources Expended						
Costs of generating funds	5	526	0	-	526	2158
Charitable Activities	5	147075	13556	-	160631	154213
		<b>147601</b>	<b>13556</b>	<b>0</b>	<b>161157</b>	<b>156371</b>
Net incoming (outgoing) resources before transfers		11232	2969	135	14336	15022
Transfers between funds		535	(400)	(135)	0	0
Net incoming (outgoing) resources before other recognised gains and losses		11767	2569	0	14336	15022
Gain/Loss on revaluation of investments		625	-	(97)	528	289
<b>Net movement of funds</b>		<b>12392</b>	<b>2569</b>	<b>(97)</b>	<b>14864</b>	<b>15311</b>
<b>Total funds brought forward</b>		<b>55419</b>	<b>13868</b>	<b>2754</b>	<b>72041</b>	<b>56730</b>
<b>Total funds carried forward</b>		<b>67811</b>	<b>16437</b>	<b>2657</b>	<b>86905</b>	<b>72041</b>

**TROON OLD PARISH CHURCH**  
Balance Sheet as at 31st December 2010

	Note	<u>2010</u>		<u>2009</u>	
		£	£	£	£
<b>Fixed Assets</b>					
Investments	8		11273		10745
<b>Current Assets</b>					
Debtors and Prepayments	9	11510		10724	
Bank and Cash		66617		52976	
		78127		63700	
<b>Creditors</b>					
Falling due within one year	10	2495		2404	
			75632		61296
<b>Net Assets</b>			86905		72041
Unrestricted Funds	11		67811		55419
Restricted Funds	11		16437		13868
Endowment Funds	11		2657		2754
			86905		72041

The accounts were approved by the Kirk Session on Monday 28<sup>th</sup> February, 2011

For and on behalf of the Kirk Session.

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Andrew L Fell, Session Clerk

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Moira M Gemmell, Treasurer



## **Accounting Principles**

The principle 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.

The charity has adopted the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities (issued February 2005).

## **Basis of preparation**

The accounts have been prepared in accordance with applicable accounting standards and under the historical cost convention, modified to reflect the inclusion of investments at market value, and in accordance with the Charities and Trustee Investment (Scotland) Act 2005. The Charities Accounts (Scotland) Regulations 2006, and the Regulations anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007 and the Statement of Recommended Practice: Accounting and Reporting by Charities (2005).

## **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 there from is used for the purpose defined in accordance with the objects of the charity.

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity. If parts of the unrestricted funds are earmarked at the discretion of the trustees for a particular purpose, they are designated as a separate fund. This designation has an administrative purpose only and does not legally restrict the trustees discretion to apply the fund.

## **Incoming Resources**

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 and when the amount can be quantified with reasonable certainty. Donations and gifts in kind are brought into the accounts at their market value to the charity.

## **Resources Expended**

Expenditure is recognised on an accruals basis as the liability is incurred.

## **Tangible fixed assets**

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

All tangible fixed assets costing in excess of £2,000 having a value to the charity greater than one year, other than those acquired for specific purposes, are capitalised. Depreciation is provided on a reducing balance basis to write off the cost of the initial value, less residual value, of tangible fixed assets over their estimated useful lives:

Fixed fittings and office equipment – 5 years

Motor vehicles – 4 years

## **Investments**

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

## **Taxation**

Troon Old Parish church 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 resource expended therefore include irrecoverable input VAT.

## Notes forming part of the financial activities for the year ended 31st December 2010

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2010 £	Total 2009 £
<b>1 Voluntary Income</b>					
Offerings	105191	10534	-	115725	113231
Tax recovered on Gift Aid	25001	1773	-	26774	24790
Legacies	-	4212	-	4212	1481
Endowment Income	12	-	135	147	147
Other	74	-	-	74	1426
	<u>130278</u>	<u>16519</u>	<u>135</u>	<u>146932</u>	<u>141075</u>
<b>2 Activities for generating funds</b>					
Use of Premises	<u>13147</u>	<u>0</u>	<u>0</u>	<u>13147</u>	<u>11492</u>
<b>3 Investment income</b>					
Deposit Interest	83	-	-	83	202
Dividends Received	375	-	-	375	375
Bank Interest	27	6	-	33	13
	<u>485</u>	<u>6</u>	<u>0</u>	<u>491</u>	<u>590</u>
<b>4 Incoming Resources from Charitable Activities</b>					
Coffee Mornings	7536	-	-	7536	8142
Weddings	1585	-	-	1585	1825
Boot Sales	1580	-	-	1580	1427
Line Dancing	585	-	-	585	1787
Woman's Guild	-	-	-	0	1000
Slimming Club	500	-	-	500	-
Christmas Card Delivery	700	-	-	700	-
Other	2437	-	-	2437	4055-
	<u>14923</u>	<u>0</u>	<u>0</u>	<u>14923</u>	<u>18236</u>

## Notes forming part of the financial activities for the year ended 31st December 2010

	Unrestricted Funds £	Restricted Funds £	Total 2010 £	Total 2009 £
<b>5 Analysis of Resources Expended</b>				
<b>Costs of generating funds</b>				
Offering Envelopes	526	-	526	691
Costs of Fundraising	-	-	0	1467
	<u>526</u>	<u>0</u>	<u>526</u>	<u>2158</u>
<b>Charitable Activities</b>				
Ministries and Mission Allocation	77301	-	77301	85482
Presbytery Dues	1283	-	1283	1341
	<u>78584</u>	<u>0</u>	<u>78584</u>	<u>86823</u>
Minister's Expenses	6811	-	6811	7226
Pulpit Supply	315	-	315	360
Other Salary Costs	20591	-	20591	15229
Fabric Repairs & Maintenance	5343	11962	17305	9044
Council Tax	2837	-	2837	2370
Other Building Costs	21308	-	21308	19623
Church Office Expenses	2194	-	2194	1556
Education	1630	-	1630	1258
Organ & Music	179	-	179	4185
Other Expenses	7283	1594	8877	6539
	<u>147075</u>	<u>13556</u>	<u>160631</u>	<u>154213</u>

The Trustees consider there is only one charitable activity and accordingly support costs relate to this and as such do not require to be separately identified.

	2010 £	2009 £
<b>6 Staff Costs &amp; Numbers</b>		
Salaries & Wages	20389	15047
Social Security Costs	202	182
	<u>20591</u>	<u>15229</u>

## Troon Old Parish Church

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

	2010	2009
	Number	Number
Administration	0	1
Music Staff	2	1
Maintenance	4	2
	6	4

All Church of Scotland congregations contribute to the National Stipend Fund which bears the cost of all minister's stipends and employers 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 £23,139 and the maximum stipend (in the tenth and subsequent years) £39,100.

### 7 Trustees Remuneration and Related Party Transactions

Expenses reimbursed to the Minister were as follows

	2010	2009
	£	£
Mileage	5327	5944
Computer / IT	685	557
Telephone	799	725
	6811	7226
 Council Tax re Manse	 2837	 2370

Trustee expenses and allowances disbursed during the year amounted to nil (2009 - £589). No trustee or a person related to a Trustee had any interest in any contract or transaction entered into by the charity during the year.

### 8 Investments

Market Value at 31 December 2009	10745	10456
Unrealised gain/(loss) on investments	528	289
	11273	10745
Market Value at 31 December 2010		
Investments at Cost	2978	2978

The following investments are held

2270 Units Growth Fund - Church of Scotland Investors Trust

£490 3½% War Stock - Douie Bequest

£350 3½% War Stock - Not specified

£1700 3½% War Stock - Welsh Bequest

£1658 3½% War Stock - McNair Bequest

Troon Old Parish Church

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		2010	2009
9	<b>Debtors</b>	£	£
	Gift Aid Tax refund due	6141	6119
	Hire of Halls	2815	1980
	Other	2554	2625
		11510	10724

10	<b>Creditors</b>		
	Accruals	2495	2404

11 **Analysis of Net Assets among Funds**

	Unrestricted	Restricted	Endowment	Total
	£	£	£	£
Investments	8616	-	2657	11273
Current Assets	61690	16437	-	78127
Current Liabilities	(2495)	-	-	(2495)
	67811	16437	2657	86905

12 **Movement in Funds**

	At 1 January 2010	Incoming Resources	Outgoing Resources	Transfers & gains(losses) on revaluation	At 31 December 2010
	£	£	£	£	£
<b>Endowment Funds</b>					
Douie Bequest	351	17		(29)	339
Welsh Bequest	1216	60		(103)	1173
McNair Bequest	1187	58		(100)	1145
	2754	135	0	(232)	2657
<b>Restricted Funds</b>					
Youth Ministry Fund	6817	2308	1594	(400)	7131
Fabric Fund	5051	14217	11962		7306
Graves Fund	2000				2000
	13868	16525	13556	(400)	16437
<b>Unrestricted Fund</b>					
General Fund	55419	158833	147601	1160	67811
<b>TOTAL FUNDS</b>	72041	175493	161157	528	86905

**Purposes of Endowment Funds**

Income from the bequests shown is to be used to provide flowers for display during services of worship.

**Purposes of Restricted Funds**

**Youth Ministry Fund:** This is a fund to provide primarily for the activities of the Youth Organisations within the church.

**Fabric Fund:** This fund has been set up as a direct appeal to the congregation and is used for major repairs and capital expenditure on the church property.

**Graves Fund:** This fund has been set up to provide maintenance of certain graves in Troon and Crosbie Cemeteries.

13            **Collections for Third Parties**

	2010	2009
	£	£
Doctor Graham's Homes		
Kalimpong	0	900
SSAFA	242	333
Scottish Bible Society	204	162
Build Africa	252	603
Army Benevolent Fund	0	508
Marie Curie Cancer Care	0	134
CLIC Sargent	0	508
RAF Benevolent Fund	0	161
Haiti Appeal	424	0
Seamens Mission	50	0
	1172	3309