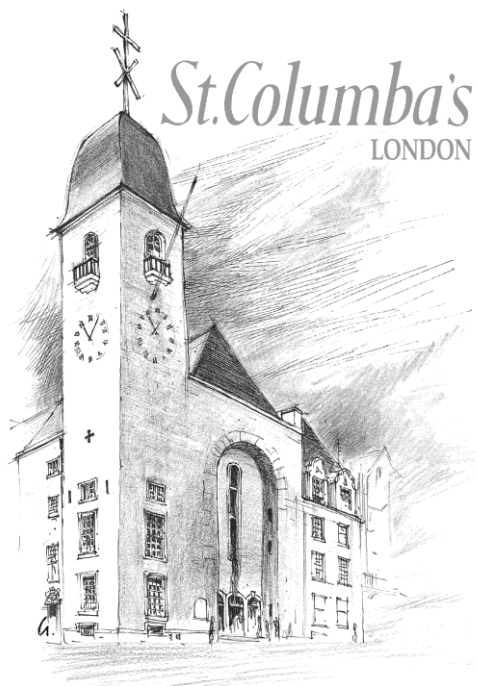


**ST COLUMBA'S CHURCH OF SCOTLAND**

**Pont Street, London, SW1X 0BD**

**ANNUAL REPORT**

**2019**



**Registered Charity Number 236173**  
**Congregation number 472427**

## **ST COLUMBA'S CHURCH OF SCOTLAND**

### **REPORT OF THE TRUSTEES for the year to 31 December 2019**

#### **THE CHARITY**

The name of the charity is Trust Property and Funds held in connection with St Columba's Church and Congregation and its address is Pont Street, London, SW1X 0BD. The number of the charity is 236173. The charity is commonly known as St Columba's Church of Scotland.

#### **TRUSTEES AND THEIR RESPONSIBILITIES**

The charity trustees are the Kirk Session of St Columba's (the Elders).

The custodian trustee is a body incorporated on 5 December 1995 called The Trustees of St Columba's Church of Scotland, London (Ref. CD (Ldn) 236173/20646). In all its responsibilities it acts with the consent of the Kirk Session. In addition to holding the Church building and its halls, rooms and offices, the custodian trustee holds other properties (at 31 December 2019 two manses and a tennis ground). Details of these assets are shown on the Balance Sheet and note 6 of the Accounts.

The Rev C Angus MacLeod MA BD was Minister throughout the year. The Associate Minister post has been vacant since 18 November 2018.

A list of the names of the Minister and the Elders who constituted the Kirk Session at any time in the year ended 31 December 2019 and at the date of this report is appended. The names of those acting as members of the incorporated body are marked thereon with an asterisk.

The Session Clerk is Mrs Charlotte Bradford to whom day to day management of the charity is delegated (in consultation with the Finance Convener and others as appropriate).

The Kirk Session is responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Kirk Session to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements the Kirk Session is required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed, subject to any material 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 operation.

The Kirk Session is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable it to ensure that the financial statements comply with the Charities Act 2011, the Regulations for Congregational Finance of the General Assembly of the Church of Scotland and the provisions of the Trust Deed. It is 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 Kirk Session is responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the

preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## **OTHER RELEVANT ORGANISATIONS**

**Banker** - The Royal Bank of Scotland, 175 Kensington High Street, London, W8 6SH

**Solicitor** - Withers LLP, 20 Old Bailey, London, EC4M 7AN

**Auditor** - Sayer Vincent LLP, Invicta House, 108 Golden Lane, London, EC1Y 0TL

## **STRUCTURE, GOVERNANCE and MANAGEMENT**

The charity is constituted as a Trust. The document governing the charity is a Trust Deed dated 20 July 1910.

New trustees, chosen from the congregation, are appointed from time to time to fill vacancies, by invitation from the Kirk Session. No individual or other body has power to appoint new trustees.

New trustees attend induction seminars and work closely with existing trustees. Trustees are given literature issued by the Charity Commission setting out their responsibilities. Conferences for trustees are held periodically. An Away Day is held periodically for all trustees.

The general management and administration of the charity are vested in the Kirk Session. Much day to day work of the Kirk Session is carried out by Committees (whose members are appointed by the Kirk Session) as follows:

*the Finance Committee, the Fabric Committee, the Benevolence Committee, the Hospitality Committee, the Assembly and Presbytery Committee, the Fellowship Committee, the Mission Committee, the Nurture Committee, the Worship and Communication Committee, the Youth Committee, the Napier Committee and the Staff Committee.*

These Committees report regularly to the Kirk Session. While minor, operational decisions may be taken at a committee level, any significant decisions are referred to the Kirk Session, in accordance with the responsibilities of the trustees. The Kirk Session meets six times a year and at such other times as it may determine.

All key management personnel are volunteer trustees, so no remuneration or benefits were provided to them (2018 nil).

## **RISK ASSESSMENT**

The charity trustees – the Kirk Session – consider that the Church buildings are adequately insured against structural damage. The income of the Church arises from the range of sources mentioned below. The Kirk Session encourages members of the congregation regularly to review the level of their giving. A stewardship campaign was held in autumn 2019 with a focus on talent. A further stewardship campaign will be held in 2020. In order to mitigate the risk of abrupt loss of income from the hire of premises, the Kirk Session intends to continue to seek longer term agreements with those from whom this category of income is significant.

The Kirk Session has appropriate arrangements in place for the preparation of financial statements, the keeping of proper accounts and records, the safeguarding of assets and the detection of fraud. The Kirk Session recognises its responsibilities to both Church members and visitors in matters of health, safety and security and so regularly reviews its procedures and takes professional advice where required.

## **RELATED PARTY TRANSACTIONS (See Note 15 to the Financial Statements)**

The charity trustees – the Kirk Session - confirm that to the best of their knowledge and belief there were no financial transactions undertaken by the Church in the year ended 31 December 2019 in which the charity trustees or any person/company connected with them had, directly or indirectly, a material interest apart from the following:

Ms F Gardner (a trustee) was in receipt of £2,921 as a relief Administrator.

## **RESTRICTIONS IMPOSED BY THE TRUST DEED**

The trustees hold the Church building for the purpose of public worship according to the doctrine, worship, discipline and government of the Church of Scotland. The trustees can only dispose of it on condition that the proceeds are used for the acquisition or erection of a new church.

## **KEY OBJECTIVES OF THE CHARITY**

St Columba's is part of the Church of Scotland, a national church representative of the Christian faith of the Scottish people, recognised by the State but independent in spiritual matters. The Church of Scotland is Trinitarian in doctrine, Reformed in tradition and Presbyterian in polity. It exists to glorify God, to work for the advancement of Christ's Kingdom throughout the world and to provide the ordinances of religion to the people of Scotland through parish ministry. By extension, it does the same for Scots and any of other nationalities who are attracted to a Presbyterian style and form of worship in England, Europe and further afield. St Columba's is bound by the objectives of the Church of Scotland and governed by its laws. It is subject to the jurisdiction of the Presbytery of England and to the supreme court of the Church, the General Assembly. Subject to that, the Kirk Session is responsible for all matters relating to St Columba's, both spiritual and temporal. All matters of substance are reported to the congregation, which is required to receive its Annual Accounts.

The key objectives of St Columba's can best be summarised by quoting in full its Mission Statement.

## **MISSION STATEMENT**

**In the name of Jesus Christ, we, as a congregation of the Church of Scotland, aim to**

*Witness to the power of God the Father, of Jesus Christ His Son*

*and of the Holy Spirit in our lives;*

*Maintain strong public worship in the Presbyterian style;*

*Learn more of God and grow in faith and love;*

*Serve God and His Church, each other and those in need both near and far;*

*Provide a friendly and hospitable welcome to all;*

*Offer Christian fellowship both at St Columba's and by going out  
as a community of caring people.*

**We invite you to join us in this mission.**

## **DELIVERY OF PUBLIC BENEFIT**

The Kirk Session confirms that it has referred to the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and when planning future activities.

The Kirk Session believes that the Christian values upon which it bases its work are of significant benefit to the whole of society. While some of the activities which it carries out specifically benefit St Columba's congregation, St Columba's Church is an outward-looking organisation, concerned with seeking to transform society for the better. So the Kirk Session works hard to ensure that the benefits which it aims to provide are not exclusive to Christians or to St Columba's congregation.

## **ACHIEVEMENT OF KEY OBJECTIVES**

In order to achieve its key objectives, St Columba's holds services every Sunday, special services at Christmas and at Easter, weekly Holy Communion and monthly baptisms. There are meetings, talks and discussions on aspects of the faith and matters affecting the daily lives of Christians as well as social events, including weekly Scottish Country Dancing and Tennis. Much pastoral care is provided by the Ministerial team and Elders. A Pastoral Care Working Group was established in 2015. Future plans focus on achieving the key objectives most effectively.

St Columba's takes part in the Church of Scotland's system of local church reviews. This entails a small team from elsewhere in the church visiting the church, reviewing its activities, assisting in setting new objectives and reviewing progress on previously set objectives.

Apart from the Ministerial team and our staff (a full-time administrator and a full-time caretaker, supported by two relief caretakers, plus a Director of Music, assistant organist and accountant) all of the work of St Columba's is carried out by Elders and members of the congregation on an unpaid basis. Pay levels of staff are reviewed annually and compared with the market.

The number on the roll at 31 December 2019 was 802

St Columba's administers several charitable funds, many of which are the result of gifts by members. Some of these are separately registered charities, while others are dealt with through the accounts of the Church. They are concerned with helping needy persons and supporting other charities doing similar work. Contribution is made from the income of the Church to the ministry and social work of the Church of Scotland in Scotland and abroad. Special collections were taken during the year for Borderline (a charity helping homeless in London), Glass Door, West London Action for Children, Poppy Scotland, Restart, ScotsCare, Kahaila (Ella's Home), CrossReach, The Jo Cox Foundation and the Young Lewisham Project (the 2019 Lenten appeal). Each Sunday evening during the winter the Church provides meals and sleeping facilities for the homeless in west London. On Friday evenings throughout the year a homeless drop-in facility is run by a local charity, Restart, in the Lower Hall.

Facilities are provided on a regular basis for meetings of addiction support groups and other charities.

The Napier Fund continues to make grants in accordance with the terms of the scheme approved by the Charity Commission in 1980. The income of the Napier Fund may be applied for the following purposes in the following order of priority:

1. in furthering the religious and other charitable work of St Columba's;
2. in furthering the religious and other charitable work of the Church of Scotland in Scotland and elsewhere; and

3. for such other charitable purposes connected with the Church of Scotland or consistent with the principles thereof as the Administrative Trustees shall decide.

## **FINANCIAL STATEMENTS**

The financial statements of the charity comply with statutory requirements and the requirements of the charity's governing instrument and include any additional information required by law. At the year-end there were no commitments regarding on-going expenditure, incomplete projects or obligations not met which were not provided for in the accounts.

## **FINANCIAL REVIEW**

The Kirk Session's plans for the future including the aims and key objectives are set out in the section headed "Mission Statement" above.

The sources of income are contributions from members of the congregation (open plate collections, a weekly envelope scheme, regular payments under Gift Aid or otherwise by bankers' standing order and gifts via Gift Aid and Give-as-you-earn), contributions from congregational organisations and other users of the premises, fees for Church Services and distributions and interest from investments.

Total income in 2019 amounted to £878,992 Total expenditure in 2019 amounted to £680,814 giving a surplus of £198,178 before investment gains.

Net assets of all funds at 31 December 2019 totalled £8,288,409 – an increase of £597,981 from the balance at 31 December 2018. The Church's investments are invested in the Church of Scotland Investors Trust. All investments acquired have been acquired in accordance with the powers available to the trustees. The investment portfolio is designed to produce a satisfactory yield and the prospect of growth in value over the medium-term and long-term period.

In 2005 the trustees decided to set up a 50th Anniversary Appeal Fund for exceptional maintenance expenditure on the church building in future years. The Fund amounted to £61,072 at 31 December 2019.

The Congregational Funds (excluding tangible fixed assets) amounted to £2,175,131 at 31 December 2019. Funds held as reserves are required to meet any unforeseen reductions in income or unplanned expenditure. The Trustees consider that reserves of at least twice annual expenditure are sufficient to cover an unforeseen reduction in income or unplanned expenditure.

The Kirk Session considers that there are no material uncertainties about the charity's ability to continue as a going concern. Each year a budget is prepared.

The value of the Church building shown on the Balance Sheet is its cost in 1955. It is insured for £27,921,973 (including the organs) on the basis of a total loss.

## **FACILITIES**

The facilities of the Church building, its halls and offices, as well as its manses, are, in the opinion of the Trustees, adequate for the purpose of its work in the foreseeable future.

By order of the Trustees

Charlotte E Bradford  
A Trustee & Session Clerk

Date: 30 August 2020

## ST COLUMBA'S CHURCH OF SCOTLAND

### KIRK SESSION

The Minister; The Rev C Angus MacLeod MA BD

Elders:

Lady Black	Dr Peter Mills
* Mrs Charlotte Bradford (Session Clerk)	Mr Robert Mills
Mrs Margaret Brown	Dr Sarah Mills
Mr Gordon Cameron	Mrs Daphne Moore
Mrs Alison Buchanan	Lady Natzler
Mr Roderick Buchanan	Ms Sheila Nicoll
Mrs Sheena Clark	* Mr David Nicolson
Mrs Patricia Clarke	Mrs Katherine Payne
Mr Graham Cumming	Mr Hugh Pym
Ms Karen Cunningham	Mrs Susan Pym
Miss Naomi Donaldson	Mrs Judith Roberts (on sabbatical)
Mrs Heather Farwell (ordained 12 May 2019)	Mr Nigel Roberts (on sabbatical)
Mrs Hazel Forbes	Mrs Catharine Robertson
* Miss Elizabeth Fox	Mr John Russell
Mr Martin Funnell	Mr Henry Sherriff
Ms Fiona Gardner	Dr Gillian Smith
Mrs Liliash Gillies	Mrs Rosa Somerville
Mr William Glasson	Mrs Jill Steele
Mr Benjamin Gourlay	Mr Stuart Steele
* Mr James Henderson	Mrs Jean Stevenson
Col Guy Horridge	* Mr Michael Stevenson
Mr Donald Johnston	Mr Fraser Stockton (ordained 12 May 2019)
Dr David Kerr	Mrs Catriona Sutherland-Hawes
Mrs Fiona Lang	* Mr Frank Taylor
Mrs Catherine Macnish	Dr Judith Taylor (admitted 12 May 2019)
Lady Macpherson	Mr Gary Wallis
Mrs Elizabeth Maliphant	Dr Joanne Wallis
Mrs Catherine McDonald	Miss Betsy Wilkie
Miss Helen Miller	Mrs Anne Wilson

\* Members of the incorporated body of Custodian Trustees

## **KIRK SESSION COMMITTEE CONVENERS 2019**

*Finance Committee* – Roderick Buchanan  
*Fabric Committee* – Elizabeth Fox  
*J. Murray Napier Committee* - Michael Stevenson  
*Benevolence Committee* – Betsy Wilkie  
*Hospitality Management Committee* – Benjamin Gourlay

*The Fellowship Committee* – Rosa Somerville  
*The Assembly and Presbytery Committee* – Gillian Smith  
*The Nurture Committee* – Sheena Clark  
*The Worship and Communication Committee* – Hugh Pym  
*The Mission Committee* – Naomi Donaldson  
*The Youth Committee* – Gary Wallis  
*The Staff Committee* – Charlotte Bradford

## **KIRK SESSION APPOINTMENTS**

*Sunday School Superintendents* – Fiona Gardner and Catherine McDonald  
*Crèche Supervisor* – Suzanne Williams  
*Senior Study Group* – David Kerr  
*Child Protection Co-ordinator* – Fiona Lang  
*Data Protection Co-ordinator* – Susan Pym  
*Tea Together* - Chairman: Role Vacant (Jim Blackwood to September 2019)  
Secretary: Lysbeth Innes  
*Christian Aid* – Naomi Donaldson  
*Presbytery of England* –  
*Presbytery Elder*: Charlotte Bradford  
*Others (appointed by Presbytery)*: Sheena Clark, Elizabeth Fox, Peter Mills,  
Susan Pym, David Nicolson, Michael Stevenson

(As at January 2020)



## **Independent auditor's report to the Trustees of St Columba's Church of Scotland**

### **Opinion**

We have audited the financial statements of St Columba's Church of Scotland (the 'charity') for the year ended 31 December 2019 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charity's affairs as at 31 December 2019 and of its incoming resources and application of resources, for the year then ended
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice
- Have been prepared in accordance with the requirements of the Charities Act 2011

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue

### **Other information**

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- The information given in the trustees' annual report is inconsistent in any material respect with the financial statements;
- Sufficient accounting records have not been kept; or
- The financial statements are not in agreement with the accounting records and returns; or
- We have not received all the information and explanations we require for our audit

### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists,

we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### **Use of our report**

This report is made solely to the charity's trustees as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

3 September 2020

Sayer Vincent LLP, Statutory Auditor

Invicta House, 108-114 Golden Lane, London, EC1Y 0TL

Sayer Vincent LLP is eligible to act as auditor in terms of section 1212 of the Companies Act 2006

ST. COLUMBA'S CHURCH OF SCOTLAND

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2019

	Note				2018		
		Unrestricted Funds £	Restricted Funds † £	Total 2019 £	Unrestricted Funds £	Restricted Funds † £	Total 2018 £
<b>Income from:</b>	<b>2</b>						
Donations and fees		295,805	12,578	308,383	312,752	35,645	348,397
Use of premises		349,311	-	349,311	278,671	-	278,671
Investments		66,007	108,953	174,960	63,750	106,765	170,515
Legacies		46,338	-	46,338	15,250	306	15,556
<b>Total Income</b>		<b>757,461</b>	<b>121,531</b>	<b>878,992</b>	<b>670,423</b>	<b>142,716</b>	<b>813,139</b>
<b>Expenditure on:</b>	<b>3</b>						
Ministry		246,206	-	246,206	232,699	-	232,699
Premises		123,232	13,355	136,587	131,687	41,477	173,164
Administration		199,030	6,184	205,214	240,999	-	240,999
Other costs		11,096	-	11,096	7,382	-	7,382
Grants made and collections for others paid over	<b>5</b>	-	81,711	81,711	-	109,702	109,702
<b>Total Expenditure</b>		<b>579,564</b>	<b>101,250</b>	<b>680,814</b>	<b>612,767</b>	<b>151,179</b>	<b>763,946</b>
<b>Net income (expenditure) before gains (losses) on investments</b>		<b>177,897</b>	<b>20,281</b>	<b>198,178</b>	<b>57,656</b>	<b>(8,463)</b>	<b>49,193</b>
Net gains (losses) on investments	<b>7</b>	152,867	246,936	399,803	(63,897)	(106,383)	(170,280)
<b>Net income (expenditure)</b>		<b>330,764</b>	<b>267,217</b>	<b>597,981</b>	<b>(6,241)</b>	<b>(114,846)</b>	<b>(121,087)</b>
<b>Transfers between funds</b>	<b>12</b>	<b>(5,529)</b>	<b>5,529</b>	<b>-</b>	<b>(25,365)</b>	<b>25,365</b>	<b>-</b>
<b>Net movement in funds</b>		<b>325,235</b>	<b>272,746</b>	<b>597,981</b>	<b>(31,606)</b>	<b>(89,481)</b>	<b>(121,087)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		4,253,399	3,437,029	7,690,428	4,285,005	3,526,510	7,811,515
<b>Total funds carried forward</b>		<b>4,578,634</b>	<b>3,709,775</b>	<b>8,288,409</b>	<b>4,253,399</b>	<b>3,437,029</b>	<b>7,690,428</b>

† Restricted Funds include the Endowment Fund on which there was no movement in 2018 or 2019. At all times covered by this report it had a balance of £321,717 representing fixed tangible assets of £314,742 and cash of £6,975.

**ST. COLUMBA'S CHURCH OF SCOTLAND**

**BALANCE SHEET AT 31 DECEMBER 2019**

	Notes				2018		
		Unrestricted Funds £	Restricted Funds † £	Total 2019 £	Unrestricted Funds £	Restricted Funds † £	Total 2018 £
<b>FIXED ASSETS</b>							
Tangible assets	<b>6</b>	2,403,503	314,742	2,718,245	2,406,966	314,742	2,721,708
Investments	<b>7,11</b>	1,625,620	3,268,773	4,894,393	1,472,754	3,021,837	4,494,591
		<u>4,029,123</u>	<u>3,583,515</u>	<u>7,612,638</u>	<u>3,879,720</u>	<u>3,336,579</u>	<u>7,216,299</u>
<b>CURRENT ASSETS</b>							
Debtors	<b>8</b>	65,917	-	65,917	81,235	-	81,235
Deposits with Church of Scotland Inv Trust		200,443	86,559	287,002	222,424	63,813	286,237
Cash at bank and in hand	<b>9</b>	318,733	39,701	358,434	120,584	36,637	157,221
		<u>585,093</u>	<u>126,260</u>	<u>711,353</u>	<u>424,243</u>	<u>100,450</u>	<u>524,693</u>
<b>LIABILITIES</b>							
Creditors due within one year	<b>10</b>	35,582	-	35,582	50,564	-	50,564
<b>NET CURRENT ASSETS</b>		<u>549,511</u>	<u>126,260</u>	<u>675,771</u>	<u>373,679</u>	<u>100,450</u>	<u>474,129</u>
<b>NET ASSETS</b>		<u>4,578,634</u>	<u>3,709,775</u>	<u>8,288,409</u>	<u>4,253,399</u>	<u>3,437,029</u>	<u>7,690,428</u>
<b>FUNDS OF THE CHARITY</b>							
Endowment fund	<b>12</b>	-	321,717	321,717	-	321,717	321,717
Restricted income funds	<b>12</b>	-	3,388,058	3,388,058	-	3,115,312	3,115,312
Unrestricted income funds	<b>12</b>	4,578,634	-	4,578,634	4,253,399	-	4,253,399
		<u>4,578,634</u>	<u>3,709,775</u>	<u>8,288,409</u>	<u>4,253,399</u>	<u>3,437,029</u>	<u>7,690,428</u>

† Restricted Funds include the Endowment Fund on which there was no movement in 2018 or 2019. At all times covered by this report it had a balance of £321,717 representing fixed tangible assets of £314,742 and cash of £6,975.

Approved by the Kirk Session and signed on its behalf by

Charlotte Bradford  
Session Clerk  
30 August 2020

Roderick Buchanan  
Convener of the Finance Committee  
30 August 2020

ST. COLUMBA'S CHURCH OF SCOTLAND

STATEMENT OF CASH FLOWS FOR THE YEAR TO 31 DECEMBER 2019

Notes	2019 £	£	2018 £	£
<b>Net income (expenditure) for the year (per SOFA)</b>		597,981		-121,087
<b>Reconciliation of net income to net cash used in operating activities:</b>				
<b>Adjustments for:</b>				
Depreciation charges	3,463		3,463	
(Gains) Losses on investments	(399,803)		170,280	
Dividends, interest and rents from investments	(174,960)		(170,515)	
Decrease in debtors	15,318		23,797	
(Decrease) Increase in creditors	(14,982)		15,207	
		<u>(570,963)</u>		<u>42,232</u>
<b>Net cash used in operating activities</b>		27,018		(78,855)
<b>Cash flows from investing activities:</b>				
Dividends and interest	174,960		170,515	
Purchase of investments	-		-99,986	
<b>Net cash provided by investing activities</b>		<u>174,960</u>		<u>70,529</u>
<b>Change in cash and cash equivalents in the year</b>		201,978		-8,326
<b>Cash and cash equivalents at 1 January</b>		<u>443,458</u>		<u>451,784</u>
<b>Cash and cash equivalents at 31 December</b>		<u>645,436</u>		<u>443,458</u>
<b>Analysis of cash and cash equivalents</b>				
Cash	9	358,434	157,221	
Short term deposits		287,002	286,237	
<b>Cash and cash equivalents</b>		<u>645,436</u>		<u>443,458</u>

ST. COLUMBA'S CHURCH OF SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

1 ACCOUNTING POLICIES

The following policies have been used consistently in dealing with items considered material to the Church's financial statements.

**Basis of accounting**

The financial statements have been prepared in accordance with the Charities SORP(FRS 102) (2019) (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) (2019), FRS 102 and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and under the historical cost convention, modified by the revaluation of investments to market value.

**Public benefit entity**

The charity meets the definition of a public benefit entity under FRS 102.

**Going concern**

The Kirk Session considers that there are no material uncertainties about the charity's ability to continue as a going concern.

**Donations**

Voluntary donations are recognised when they are received.

**Legacies**

Legacies are credited to income as soon as their receipt and quantum are probable.

**Investment income**

Investment income and realised and unrealised gains and losses are allocated to the pooled funds (congregational, Napier, Ramsay Fabric and 8 minor funds) in proportion to their value at 1 January. The allocation is adjusted for significant exceptional inflows of funds, e.g. from legacies.

**Pension Contributions**

The Church contributes to the personal pension schemes of certain employees and operates a workplace pension scheme using the National Employment Savings Trust (NEST).

**Grants made**

Grants made are charged to the relevant fund in the year in which they are approved and paid.

**Funds**

Unrestricted funds may be used for the objects of the Church without restriction. Restricted funds are to be used within the restrictions laid down by the donor. Permanent endowment funds are held as capital with no power to spend the funds, although income from them may be spent without restriction.

**Tangible fixed assets**

All assets are for charitable use.

Freehold Property

In the Trustees' opinion replacement and market values of land and buildings exceed book value, so no depreciation has been provided and no impairment review carried out.

Freehold property is carried at original cost. A reserve fund, the Ramsay Fabric Fund, is used to make financial provision for future repairs or replacements. Significant repairs and renewals are charged to this fund when they are incurred.

Pianos and Office Equipment

Such items costing over £500 are capitalised and shown at cost less accumulated depreciation, provided at 10% (pianos) or 25% (office equipment) of cost *p.a.* once in use.

**Liabilities**

All material unpaid invoices and contractual obligations at 31 December 2019 are accrued for in these accounts.

**Financial Instruments**

The Church has basic and non-basic financial assets and financial liabilities. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. Non-basic financial instruments are measured at fair value with

2 INCOME

	Notes	Unrestricted Funds	Restricted Funds	Total 2019	Unrestricted Funds	Restricted Funds	Total 2018
		£	£	£	£	£	£
<b>Donations and fees</b> (including tax recoveries)							
Open plate		44,946	-	44,946	56,252	-	56,252
Planned giving		196,794	-	196,794	202,417	-	202,417
Collections for others	5	-	12,578	12,578	-	35,545	35,545
Other donations		31,717	-	31,717	33,813	-	33,813
Wedding and other service fees		6,237	-	6,237	4,590	-	4,590
J.H. Rhynd Bequest*		10,605	-	10,605	10,611	-	10,611
Other income		5,506	-	5,506	5,068	100	5,168
		<u>295,805</u>	<u>12,578</u>	<u>308,383</u>	<u>312,752</u>	<u>35,645</u>	<u>348,397</u>
<i>* Held by the Church of Scotland for the benefit of St Columba's.</i>							
<b>Use of premises</b>							
Hall hire		348,811	-	348,811	278,176	-	278,176
Organ use		500	-	500	495	-	495
		<u>349,311</u>	<u>-</u>	<u>349,311</u>	<u>278,671</u>	<u>-</u>	<u>278,671</u>
<b>Investment income</b>							
Dividends		64,987	106,871	171,858	62,967	105,131	168,098
Interest		1,020	2,082	3,102	783	1,634	2,417
		<u>66,007</u>	<u>108,953</u>	<u>174,960</u>	<u>63,750</u>	<u>106,765</u>	<u>170,515</u>
<b>Legacies *</b>							
A Johnston		20,000	-	20,000	-	-	-
Rev NC Compton-Dando		20,000	-	20,000	-	-	-
EM Hamilton		5,000	-	5,000	-	-	-
M Hanke		837	-	837	-	-	-
SAS Trefusis		501	-	501	-	-	-
James Hancock		-	-	-	15,000	-	15,000
Patricia Thompson		-	-	-	250	-	250
E Bremner		-	-	-	-	306	306
		<u>46,338</u>	<u>-</u>	<u>46,338</u>	<u>15,250</u>	<u>306</u>	<u>15,556</u>
<i>* In July 2019, the Church was notified of a significant legacy of around £100,000. The value could not be measured reliably at year end, so it has not been included in the income shown above, nor debtors (note 8).</i>							
<b>Total income</b>		<u>757,461</u>	<u>121,531</u>	<u>878,992</u>	<u>670,424</u>	<u>142,716</u>	<u>813,138</u>

**ST. COLUMBA'S CHURCH OF SCOTLAND**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019**

<b>3 EXPENDITURE</b>	<b>Notes</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2019</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2018</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Ministry</b>							
Ministries and Mission contribution*		235,438	-	235,438	220,818	-	220,818
Other dues and ministry expenses		8,968	-	8,968	9,723	-	9,723
Sunday School and Crèche		1,800	-	1,800	2,158	-	2,158
		<u>246,206</u>	<u>-</u>	<u>246,206</u>	<u>232,699</u>	<u>-</u>	<u>232,699</u>
<b>Premises</b>							
Church utilities		28,623	-	28,623	29,912	-	29,912
Church maintenance		53,584	13,240	66,824	50,812	40,420	91,232
Minister's manse		4,282	-	4,282	9,544	964	10,508
Fulham manse		4,806	115	4,921	5,130	93	5,223
Caretaker's flat		2,125	-	2,125	4,288	-	4,288
Depreciation		3,463	-	3,463	3,463	-	3,463
Insurance		26,349	-	26,349	28,536	-	28,536
		<u>123,232</u>	<u>13,355</u>	<u>136,587</u>	<u>131,687</u>	<u>41,477</u>	<u>173,164</u>
<b>Administration</b>							
Local salaries and fees		140,823	-	140,823	132,683	-	132,683
Other employment costs		15,331	-	15,331	10,569	-	10,569
Other music costs		8,313	-	8,313	8,757	-	8,757
Communications		16,307	-	16,307	23,934	-	23,934
Computer		310	6,184	6,494	2,179	-	2,179
Audit and legal **		14,850	-	14,850	61,742	-	61,742
Sundry expenses		3,096	-	3,096	1,135	-	1,135
		<u>199,030</u>	<u>6,184</u>	<u>205,214</u>	<u>240,999</u>	<u>-</u>	<u>240,999</u>
<b>Other costs</b>							
Hospitality		6,164	-	6,164	2,181	-	2,181
Magazine		4,062	-	4,062	4,254	-	4,254
Bookstall and Life and Work		870	-	870	947	-	947
		<u>11,096</u>	<u>-</u>	<u>11,096</u>	<u>7,382</u>	<u>-</u>	<u>7,382</u>
<b>Charitable grants from:***</b>							
- JM Napier Fund			52,561	52,561		64,043	64,043
- Collections for others			12,578	12,578		35,545	35,545
- Benevolent Fund			3,030	3,030		4,575	4,575
- Alexander Rose Memorial Fund			11,588	11,588		4,460	4,460
- St Columba's House Fund			1,954	1,954		1,080	1,080
			<u>81,711</u>	<u>81,711</u>		<u>109,702</u>	<u>109,702</u>
<b>Total expenditure</b>		<u>579,564</u>	<u>101,250</u>	<u>680,814</u>	<u>612,767</u>	<u>151,178</u>	<u>763,947</u>

\* All congregations contribute to a fund of The Church of Scotland which bears the cost of ministers' stipends and pensions, employer's National Insurance Contributions, the Housing & Loan Fund and the Mission and Renewal work of the Church. Stipends are paid in accordance with a National Stipend Scale related to years of service.

\*\* Total governance costs in 2019 were £8,160 (2018 £7,920) relating to audit fees

\*\*\* The total paid to institutions was £65,139 (2018 £99,587) and the total paid to individuals was £16,572 (2018 £10,115).

**4 INCOME FROM CHARITABLE ACTIVITIES**

Certain of the church's activities, not primarily undertaken to raise money, may produce surpluses for the church. In 2019, these included:

	<b>Income</b>	<b>Costs</b>	<b>Net</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Bookstall	388	106	282

**5 COLLECTIONS FOR OTHERS**

Collections were made for others and paid over as follows:

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Lenten appeal: Young Lewisham Project (2018: St Luke's Home)	7,455	6,740
Scots in Great War London *	-	22,254
Glass Door	604	1,703
West London Action for Children	1,283	1,716
Borderline	888	988
Pembridge Hospice	-	697
Poppy Appeal	-	680
Poppy Scotland	559	-
London Scottish Regiment	-	767
Restart	609	-
ScotsCare	470	-
Kahaila - Ella's Home	300	-
CrossReach	300	-
The Jo Cox Foundation	110	-
	<u>12,578</u>	<u>35,545</u>

\* In 2018, Scots in Great War London received a £10,000 contribution from the Heritage Lottery Fund WWI Then & Now Fund, plus event & book sales.



ST. COLUMBA'S CHURCH OF SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

6 TANGIBLE FIXED ASSETS	Freehold property	Equipment	Pianos	Total
Cost	£	£	£	£
Balance at 1 January 2019	2,705,787	31,306	17,549	2,754,642
Balance at 31 December 2019	2,705,787	31,306	17,549	2,754,642
<b>Accumulated depreciation</b>				
Balance at 1 January 2019	-	27,670	5,265	32,934
Charge for the year	-	1,708	1,754	3,462
Balance at 31 December 2019	-	29,378	7,019	36,397
Net book value at 31 December 2018	2,705,787	3,636	12,284	2,721,708
Net book value at 31 December 2019	2,705,787	1,928	10,530	2,718,245

The market value of the properties are considered to be in excess of the cost. No formal valuation has been carried out but the properties are insured for sums totalling more than £29m.

7 INVESTMENTS	Pooled Funds	Alexander Rose Fund	St Columba's House Fund	Total 2019	Total 2018
	£	£	£	£	£
<b>Market value</b>					
Market value at 31 December 2018	4,134,496	323,617	36,478	4,494,591	4,564,883
Additions	-	-	-	-	99,987
Gain (loss) on revaluation to market value	371,205	26,951	1,647	399,803	(170,279)
Market value at 31 December 2019	4,505,700	350,568	38,125	4,894,393	4,494,591

Invested in:	Pooled Funds		Alexander Rose Fund		St Columba's House Fund		Total 2019
	Units	£	Units	£	Units	£	
<b>Church of Scotland Investors Trust</b>							
Growth Fund Units at market value	421,436	2,351,613	28,182	157,256			2,508,868
Income Fund Units at market value	172,327	2,154,088	15,465	193,313	3,050	38,125	2,385,525
		4,505,700		350,568		38,125	4,894,393
Unrestricted Funds		1,625,620		-		-	1,625,620
Restricted Funds		2,880,080		350,568		38,125	3,268,773
		4,505,700		350,568		38,125	4,894,393
<b>Historical cost</b>							
Growth Fund Units at cost - 2019	421,436	1,518,808	28,182	91,873		-	1,610,681
Income Fund Units at cost - 2019	172,327	1,814,490	15,465	164,308	3,050	27,572	2,006,370
		3,333,298		256,181		27,572	3,617,051
Growth Fund Units at cost - 2018	421,436	1,518,808	28,182	91,873		-	1,610,681
Income Fund Units at cost - 2018	172,327	1,814,490	15,465	164,308	3,050	27,572	2,006,370
		3,333,298		256,181		27,572	3,617,051

8 DEBTORS and PREPAYMENTS	2019	2018
	£	£
Debtors	50,934	68,124
Prepayments	14,983	13,111
	65,917	81,235

\* In July 2019, the Church was notified of a significant legacy of around £100,000.

The value could not be measured reliably at year end, so it has not been included in income (note 2) or debtors.

9 CASH at BANK and in HAND	2019	2018
	£	£
Permanent endowment	6,975	6,975
Pooled cash	318,733	120,584
Benevolent Fund (cash not in pool)	7,657	5,150
Alexander Rose Fund	21,904	20,924
St Columba's House Fund	3,165	3,588
	358,434	157,221

10 CREDITORS and PROVISIONS	2019	2018
	£	£
Church purposes	24,013	39,224
Church organisations	10,794	9,765
Income received in advance	775	1,575
	35,582	50,564

**ST. COLUMBA'S CHURCH OF SCOTLAND**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019**

**11 FINANCIAL INSTRUMENTS**

**Financial assets measured at fair value through profit and loss**

Investments *	<b>2019</b>	<b>2018</b>
	£	£
	4,894,393	4,494,591

\* Further details of these investments are shown in note 7

**12 CHURCH FUNDS**

**For year ended 31 December 2019**

	Balance at 1 January	Investment Income	Investment Gains	Other	Payments & Expenses	Net Transfers	Balance at 31 December
	£	£	£	£	£	£	£
General congregational funds	4,253,399	66,007	152,867	691,454	(579,564)	(5,529)	4,578,634
Endowment Fund	321,717	-	-	-	-	-	321,717
<b>Charitable restricted funds</b>							
J Murray Napier Fund	2,253,238	79,564	184,261	-	(52,561)	-	2,464,502
Benevolent Fund	106,433	3,766	8,704	-	(3,030)	5,529	121,402
Alexander Rose Memorial Fund	344,805	12,567	26,951	-	(11,588)	-	372,735
St Columba's House Fund	40,066	1,531	1,647	-	(1,954)	-	41,290
Collections for others	-	-	-	12,578	(12,578)	-	-
	<b>2,744,542</b>	<b>97,428</b>	<b>221,563</b>	<b>12,578</b>	<b>(81,711)</b>	<b>5,529</b>	<b>2,999,929</b>
<b>Other restricted funds</b>							
Ramsay Fabric Fund	239,080	8,442	19,552	-	(13,355)	-	253,718
50th Anniversary Appeal Fund	60,502	570	-	-	-	-	61,072
Sir Alec and Lady Martin Fund	7,597	268	621	-	-	-	8,486
Sir Alec Martin Fund	1,008	36	82	-	-	-	1,126
Nancy Scott Fund	3,758	133	307	-	(4,198)	-	-
William R R Wilson Fund	58,825	2,077	4,810	-	(1,986)	-	63,727
	<b>370,770</b>	<b>11,526</b>	<b>25,373</b>	<b>-</b>	<b>(19,539)</b>	<b>-</b>	<b>388,129</b>
	<b>7,690,428</b>	<b>174,960</b>	<b>399,803</b>	<b>704,032</b>	<b>(680,814)</b>	<b>-</b>	<b>8,288,409</b>

**For year ended 31 December 2018**

	Balance at 1 January	Investment Income	Investment Losses	Other	Payments & Expenses	Net Transfers	Balance at 31 December
	£	£	£	£	£	£	£
General congregational funds	4,285,005	63,750	(63,897)	606,673	(612,767)	(25,365)	4,253,399
Endowment Fund	321,717	-	-	-	-	-	321,717
<b>Charitable restricted funds</b>							
J Murray Napier Fund	2,317,459	77,719	(77,897)	-	(64,043)	-	2,253,238
Benevolent Fund	105,241	3,532	(3,538)	406	(4,575)	5,365	106,433
Alexander Rose Memorial Fund	349,218	12,543	(12,496)	-	(4,460)	-	344,805
St Columba's House Fund	41,082	1,528	(1,464)	-	(1,080)	-	40,066
Collections for others	-	-	-	35,545	(35,545)	-	-
	<b>2,813,001</b>	<b>95,322</b>	<b>(95,395)</b>	<b>35,951</b>	<b>(109,702)</b>	<b>5,365</b>	<b>2,744,542</b>
<b>Other restricted funds</b>							
Ramsay Fabric Fund	256,717	8,609	(8,629)	-	(37,617)	20,000	239,080
50th Anniversary Appeal Fund	63,882	480	-	-	(3,860)	-	60,502
Sir Alec and Lady Martin Fund	7,597	255	(255)	-	-	-	7,597
Sir Alec Martin Fund	1,008	34	(34)	-	-	-	1,008
Nancy Scott Fund	3,759	126	(126)	-	-	-	3,758
William R R Wilson Fund	58,829	1,939	(1,944)	-	-	-	58,825
	<b>391,792</b>	<b>11,444</b>	<b>(10,989)</b>	<b>-</b>	<b>(41,477)</b>	<b>20,000</b>	<b>370,770</b>
	<b>7,811,515</b>	<b>170,515</b>	<b>(170,280)</b>	<b>642,624</b>	<b>(763,946)</b>	<b>-</b>	<b>7,690,428</b>

The J Murray Napier Fund is a restricted charitable fund, which makes grants under the terms of a charitable scheme.

The Benevolent Fund makes grants to or for the benefit of needy individuals.

The Alexander Rose Memorial Fund is a restricted charitable fund which assists poor Scotsmen and their families in London.

The St Columba's House Fund is a restricted fund, registered charity no. 258639, which assists women and girls in Greater London.

The Ramsay Fabric Fund is used for building maintenance.

The 50th Anniversary Appeal Fund is a restricted fund which arose from an appeal in 2005 to raise funds for major refurbishments. Since it was set up, it has raised, at 31 December 2019, a total of £ 302,249 and spent £241,177.

The Sir Alec and Lady Martin Fund is a restricted fund set up to support the Sunday School (75%) and choir dinners (25%).

The Sir Alec Martin Fund is a restricted fund set up to support the Sunday School.

The Nancy Scott Fund is a restricted fund set up to assist with web-site maintenance.

The William R R Wilson Crèche Memorial Fund is a restricted fund to support the crèche, while the William R R Wilson Chapels Memorial Fund is a restricted fund for the maintenance of the London Scottish and tower chapels. These are shown above as the William R R Wilson Fund.

**ST. COLUMBA'S CHURCH OF SCOTLAND**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019**

<b>13 CHURCH ORGANISATIONS</b>	Balance at 1 January £	Income £	Donations & Legacies £	Expenses £	Donations made £	Transfers £	Balance at 31 December £
Sunday School	1,554	2	-	-	-	-	1,556
Flower Guild	4,915	310	1,183	(1,685)	-	-	4,723
Service Unit - "Tea Together"	2,044	119	10	(683)	-	-	1,490
Hospitality Committee	7,468	6,938	1,685	(8,065)	-	-	8,026
	<u>15,981</u>	<u>7,369</u>	<u>2,878</u>	<u>(10,433)</u>	<u>-</u>	<u>-</u>	<u>15,795</u>

The above organisations are not fully consolidated in the financial statements as day to day decisions are not controlled by Kirk Session.

**14 EMPLOYEES**

St Columba's employed 7 full- or part-time employees during the year (2017: 6). The average full-time equivalent number was 4 (2018: 7) and their total cost was £124,246 (2018 £95,320). Payments to two trustees detailed in note 15 are not included in this figure.

Remuneration consisted of gross pay £110,812 (2018 £86,220), employer's NIC £5,395 (2018 £2,754) and pension contributions £8,039 (2018 £6,346). No employee received emoluments in excess of £60,000.

All key management personnel are volunteer trustees, so no remuneration or benefits were provided to them (2018 nil).

**15 TRUSTEES**

No trustee received remuneration or reimbursement of personal expenses in the year to 31 December 2019 (2018 nil) for acting as trustee. As a significant proportion of donations received are made anonymously through cash collections it is not possible to quantify total donations made by trustees. The trustee, Mrs Anne Wilson, received nil (2018 £456) and trustee, Ms Fiona Gardner, received £2,921 (2018 £2,807) for acting as relief administrators, as permitted by the Charity Commissioners.

**16 COST OF GENERATING FUNDS**

In the opinion of the trustees no material cost was incurred in generating voluntary income or managing investments.

**17 CONTRACTUAL OBLIGATIONS**

The value of contracts entered into but not completed by 31 December 2019 was £nil (2018 £nil).

No contract was entered into for which work commenced after 31 December 2019 (2018 none).

No contract for which work had not yet commenced had been entered into at 31 December 2019 (2018 none).

**18 INSURANCE**

Premiums totalling £26,349 (2018 £27,096) were incurred during the year to insure the structure and contents of the Church; the structures of the two manses and the tennis club; and includes insurance in respect of terrorism, employer's liability, public liability, business interruption, staff personal accident and trustees' indemnity.