

**Edinburgh: Portobello and Joppa Parish Church
(Church of Scotland)**

**The Trustees' Annual Report and Accounts
for the Year Ended 31 December 2020**

**Church of Scotland Congregation Reference Number: 010103
Scottish Charity Reference Number: SC011728**

Edinburgh: Portobello and Joppa Parish Church Trustees' Annual Report Year Ended 31 December 2020

The trustees present their annual report and financial statements of the charity for the year ended 31 December 2020. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

Objectives and Activities

The Church of Scotland is Trinitarian in doctrine, Reformed in tradition and Presbyterian in polity. It exists to glorify God and to work for the advancement of Christ's kingdom throughout the world. As a national church, it acknowledges a distinctive call and duty to bring the ordinances of religion to the people in every parish in Scotland through a territorial ministry. The Church of Scotland cooperates with other churches in various ecumenical bodies in Scotland and beyond. Edinburgh: Portobello and Joppa Parish Church has, like so many charities and other organisations, worked to adapt to ever changing circumstances in 2020. Events have forced us to respond imaginatively and creatively to Covid lockdowns and the continuing restrictions and stipulations that in many respects circumscribed our workings. In other ways, however, our community life has expanded and been enriched.

Below are presented a number of headings corresponding to those of the teams which play such a vital part in the life of the church.

Conveners: A Conveners Team, membership of which is drawn from those Elders who oversee one of the operational teams, helps to provide a smaller forum for discussion and preparation for our Session, the group that guides the running of the church. When lockdown was imminent in March 2020, the Conveners realised the importance of staying connected and we have sought to do that through a variety of means (see below). Our Session agreed to delegate authority to the Conveners in order to ensure adequate and timely responses to the changing Covid situation. That we have navigated the challenges so well is due not just to the support of the congregation and the Elders, but to the Conveners, the new Session Clerk and a committed staff. Thus, when Session was able to re-convene online, there was a sense of momentum and accomplishment rather than simply loss and perplexity. Our Social Team Convener has stepped down from a position through which she has contributed so much. We hope that other elders may join the Conveners Team in the course of 2021.

Worship and Education: We continued to offer a variety of services during the year. Prior to lockdown our services were as normal: two services each Sunday and the average attendance continued to be approximately 220-230. After lockdown this variety continued. Private prayer was provided when allowed; services were offered online via Zoom, and the congregation is most grateful to our Associate Minister for his expertise; and other offerings, such as Midweek Reflections, were provided by our Minister via e-mail and our website. Quiet Space, offered in Advent, was a suitable means to end a tumultuous year. The contributions of our Director of Music have been hugely appreciated in the midst of the changes. All of these aimed to ensure that our faith and commitment to the church remained alive and vital.

Edinburgh: Portobello and Joppa Parish Church Trustees' Annual Report Year Ended 31 December 2020

Objectives and Activities - Continued

Worship and Education (continued): Thanks to the efforts of our Family and Youth Worker we were able to continue our provision for the younger generations. Again, there were alterations so that more could be offered online. These were monitored closely and changed according to preferences and responses. When face-to-face gatherings were allowed with adequate measures in place, these were provided; when regulations altered, our response too adjusted. The feedback from children, youth and families has been one of grateful thanks.

Perhaps most importantly in the life of the congregation has been our participation in the Growing Young initiative. In many respects, our participation grew out of the General Assembly of 2019, which asked for a focus on the under 40 age bracket. Alongside approximately 25 other congregations in Scotland, led by experts at the Fuller Youth Institute in America, a team from the congregation, led by one of our Elders, are engaged with a process of examining our church life and offering a means for our faith and community life to become more vibrant. Research suggests that a focus on culture change and a community centred on Christ will not only engage younger generations but will benefit the faith of all generations and the health of the church. This initiative continues and is often said to require many months, if not years, before the fruit is harvested.

Outreach: Our outreach and concern for others has continued in spite of the restrictions due to the contributions of our Convener and the team. We were able to host the ever-successful Burns Supper in January 2020 and raised significant sums for Christian Aid. Thereafter, support for other groups has primarily focused upon online efforts. However, teams of people have continued to help with the likes of Bethany, the Food Bank and Fresh Start.

Pastoral Care: In a paragraph above it was mentioned how important it was to remain connected during the past year. Through the efforts of the staff, the Pastoral Care Team Convener, Elders and many members of the congregation, we have managed through phone calls, cards, distribution of magazines and doorstep visits to keep in touch remarkably well with people in the orbit of the church. While many of the activities that would normally allow for pastoral care to be exercised, such as a Sunday afternoon tea and service, or conversations in people's homes, have been restricted, there has been great appreciation for all the efforts that have been made.

Communication: The importance of online communication became quickly apparent in the early part of the year. Thanks to a team that had ensured an excellent church website and a public Facebook page, these resources were put to good use. A Thought for the Day was initiated that ran for almost three months: musical pieces, poetry and reflections were sent to a list of ca. 350 people every day in order keep them connected to the church during the first days of lockdown. Afterwards, Midweek Musings and Sunday Reflections were used, and during Advent there was a daily Video Advent Calendar. We as a congregation are most fortunate to have been blessed with a variety of talents and skills to allow these initiatives to work, and we are most grateful to the Communications Convener, and so many others.

Property: Our plans to install better accessibility were put on hold. We nevertheless were able to improve dramatically our halls during the past year due to limited use. When restrictions eased slightly, a team of people ensured that all the regulations were followed closely in order to allow some of our groups back into the halls. Their time, care and patience are greatly appreciated, and special mention should go to our Caretaker, Property Convener and Halls Convener.

Edinburgh: Portobello and Joppa Parish Church Trustees' Annual Report Year Ended 31 December 2020

Objectives and Activities - Continued

Finance: The strength of the Church's financial position has proven to be of significant benefit during 2020. This, combined with the generous response by our congregation to a number of funding appeals, has enabled the Trustees to continue to fulfil our charitable objectives in spite of the very challenging circumstances arising from the Coronavirus pandemic. Throughout 2020 our Finance Convener and our Treasurer have spent significant time and energy to ensure that our finances remained as healthy as possible. They, alongside our Church Administrator and a member of the Finance Team, encouraged people to give via standing order. The combination of this and other fund raising efforts meant that our congregational giving increased despite worshippers being unable to meet up in person during periods of lockdown. The government's furlough scheme was used to good effect as well. However, significant challenges remain, especially due to reduced income from investments and a decrease of income from the use of our halls. These challenges will inform our community life in the next year and beyond.

Wider Church: We continue to take an active part in the wider church. The minister is involved with a number of Church of Scotland teams at the city and national level (Presbytery Strategy Team, with responsibility for three clusters totaling 16 churches; Deployment of Resources Team with contributions to the Leith Churches, London Road Churches and two others on the south side of the city; and a facilitator for the Ministry Training Network), as are members of the congregation. There are strong connections with other local denominations and these are evident in local initiatives: there was a joint, online Advent Service with other local denominations, as well as a series of conversations on 'Being Human.' Most importantly of all for the future, Edinburgh Presbytery have asked conversations to begin with a group of local Church of Scotland congregations: St. Martin's, Duddingston, Richmond Craigmillar and Bristo Memorial. Due to changes at the national level, it is expected that there will be more cooperation amongst congregations at our local level.

Achievements and Performance

Our numbers remain relatively healthy and we have welcomed several new members recently. Thanks to the work of so many people, we have a sense of our financial strengths and challenges, and our buildings are in good shape. We have, through the efforts of so many, kept in touch with those who are less able to use technology. And, thanks to the Growing Young initiative and the efforts of those who help with our online presence, there is momentum for the future. Our finances, buildings and now our online presence are more clearly now than ever seen to be necessary tools: they are the means by which we reach out to one another and to the wider community.

It would seem, therefore, that we have performed well during this tumultuous year: we have adapted and adjusted. We realise the challenges ahead and are nevertheless encouraged by the appreciative and hopeful responses offered by so many people from within our congregation and beyond

Edinburgh: Portobello and Joppa Parish Church

Trustees' Annual Report

Year Ended 31 December 2020

Financial Review

Income

The principal income of the Church is generated through monthly standing orders from members. This is augmented by weekly offerings at the Church Services on the Sunday, donations for the use of our various halls, fundraising and income tax recovered on Gift Aid.

The total income represents the income designated to the Congregational Fund. This sum is exclusive of legacies received which the Trustees invest in the Church of Scotland Investors Trust, only the income from these investments is treated as designated income for statistical purposes. In 2020 Total Income amounted to £229,936 (2019 £230,756). Total Expenditure is the expenditure designated to the Congregational Fund. In 2020 this amount to £227,100 (2019 £225,696).

In the past year Congregational Income (Offerings) amounted to £150,649 (65.52% of total income) in comparison with last year's income of £143,255 (62.08%) of the Church's Income Resources. The sum of £33,171 (14.43%) was received from Income Tax Received from Gift Aid during the year against the 2019 figure of £25,955 (11.25%).

Donations for the use of Halls amounted to £3,978 (1.73% of total income) in comparison with the 2019 figure of £13,507 (5.85% of total income).

The Congregational Fund also received £250 (nil 2019) towards the Family Ministry. The fundraising in respect of the Family Ministry will be a major item of outreach in future years. Investment Income represents £7,403 (3.22% of Total Income) in comparison with the 2019 figure of £8,394 (3.64%) of the Churches incoming resources. The majority of investments are held in accounts with the Church of Scotland Investment Trust Deposit, Income and Growth Funds which in turn produces interest to help in the funding of the Children's and Family Worker. Fundraising monies are normally earmarked for Fabric Repairs to the two Complexes. The amount raised this year amounting to £821 (2019 £2,372).

Funding was received from the Church of Scotland General Trustees for the General Fund amounting to £27,480 (11.95% of Total Income) (2019 £31,657 (13.72%)). This was to assist in the payment of property running expenses. The Fabric Fund also received nil (2019 nil) towards the Health and Safety building works required on the properties. (No major building works were undertaken)

During 2020 funding was received through the Government Furlough Scheme to assist in the payment of salaries amounting to £1,679 (0.73%) (2019 nil).

Expenditure

Far and away the largest expenditure is that of the Ministries & Mission allocation by the central church of £127,398 being 55.1% of all expenditure. This calculation is based on the Income received during the past three years 2016, 2017 and 2018. Part of this contribution is credited to the National Stipend Fund, which bears the costs of all Ministers' stipends and employers contributions for national insurance, pension, housing and loan fund. In 2019 we were asked for £118,647 (52.57% of total expenditure).

Overall

The total resources expended in the day to day running of the Church increased from £225,696 in 2019 to £227,100 this year.

The General Fund showed a surplus of £4,836 (£8,060 surplus in 2019). One legacy was received in 2020 amounting to £2,000 (2019 £3,000).

Edinburgh: Portobello and Joppa Parish Church Trustees' Annual Report Year Ended 31 December 2020

Reserves Policy

It is the Trustee's policy to hold a minimum reserve of approximately three months expenditure including designated funds. At the end of the year the Church held cash funds of £303,848 (2019 £276,937).

Investments

The Church holds a number of investments with Church of Scotland Investors Trust, as noted in note 9 to the accounts £730,910 (2019 £741,284).

Governing Document

The Church is administered in accordance with the terms of the Deed of Constitution.

Administrative Details

Primary leadership comes from the office bearers (the Minister, Stewart G. Weaver; the Session Clerk, Michael Craig; the Treasurer, David Stocks) as well as a Conveners' Team and the Kirk Session.

Organisational Structure

Portobello and Joppa Parish Church is a part of the Church of Scotland, which covers the geographical entirety of Scotland. It is Presbyterian in structure and thus depends on a system of courts, from the General Assembly through Presbyteries to the local Kirk Session. The trustees are the members of the Session.

We are using a Unitary Constitution, in which Session sets priorities and makes major decisions, whilst a number of teams carry out the necessary tasks. All teams are led by an elder and these elders are listed in Trustees. It is not felt necessary to include all team members as Trustees. The teams are as follows: Finance; Fabric; Worship and Education; Communication; Social; Pastoral and Outreach. They are convened by an Elder of the church and each team will have on it a mixture of members of the congregation and elders. The teams are allowed enough latitude for them to carry out their function but with the structure whereby any major decisions, as defined by the Session, will be brought to the Session for discussion and agreement.

In order to encourage maximum participation from session members and from the congregation, there is a 3 year rotation for conveners and for members of the team. This rotation will allow wider participation and also a variety of viewpoints which will mean that any decisions will reflect more fully the views of the congregation.

In essence, this structure allows us to retain a view of our overall aims while encouraging participation in the execution of the necessary details.

**Edinburgh: Portobello and Joppa Parish Church
Trustees' Annual Report
Year Ended 31 December 2020**

Trustees

Members of the Kirk Session

70 Trustees - Names Redacted

Retired	Date
(Name Redacted)	Sep-20
(Name Redacted)	Nov-20

Deceased
None

Resigned
None

**Edinburgh: Portobello and Joppa Parish Church
Trustees' Annual Report
Year Ended 31 December 2020**

Trustees - continued

Principal Office Bearers

Minister: (Name Redacted)

Associate Minister: (Name Redacted)

Session Clerk: (Name Redacted) from 27th July 2020
Where appropriate members of Kirk Session
stood in as Session Clerk until that date.

Church Treasurer: (Name Redacted)

Principal Office: The Church Office
1 Brunstane Road North
Edinburgh, EH15 2DL

Charity Reference Number: SC011728

Congregation Reference Number: 010103

Independent Examiner Sarah Hollis CA
Hollis Accounting Limited
3 Melville Crescent, Edinburgh, EH3 7HW

Banker Bank of Scotland
153 Portobello High Street, Edinburgh, EH15 1AG

**Edinburgh: Portobello and Joppa Parish Church
Trustees' Annual Report
Year Ended 31 December 2020**

Trustees' Responsibilities in Relation to the Financial Statements

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

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

1. Select suitable accounting policies and then apply them consistently;
2. observe the method and principles in the applicable Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. 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
5. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

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

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

Approved by the Trustees and signed on their behalf,

**(Name Redacted)
Session Clerk**

Date: 10th March 2021

**Edinburgh: Portobello and Joppa Parish Church
SC011728**

**Independent Examiner's Report to the Trustees of Portobello and Joppa Parish
Church**

I report on the accounts of the charity for the year ended 31 December 2020 which comprise the Statement of Financial Activities, Balance Sheet, Accounting Policies and notes 1 to 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 (as amended).

The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanation from trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would require 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 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.

Sarah Hollis CA
Member of the Institute of Chartered Accountants Scotland
Hollis Accounting Limited
3 Melville Crescent
Edinburgh, EH3 7HW

Date: 12th March 2021

Edinburgh: Portobello and Joppa Parish Church
Statement of Financial Activities
Year Ended 31 December 2020

	Note	Unrestricted Funds 2020	Unrestricted Funds 2019
Income from:			
Donations and legacies	1	199,449	186,280
Charitable activities	2	8,757	21,862
Investments	3	22,698	26,642
Other	4	29,159	31,657
Total Income		<u>260,063</u>	<u>266,441</u>
Expenditure on:			
Charitable Activities	5	246,635	246,862
Total Expenditure		<u>246,635</u>	<u>246,862</u>
Net Income/(Expenditure)		13,428	19,579
Net Gains/(Losses) on Investments		(12,373)	66,278
Net Income/(Expenditure) and net movement in funds		<u>1,055</u>	<u>85,857</u>
Reconciliation of funds:			
Total funds brought forward		1,683,341	1,597,484
Total funds carried forward		<u>1,684,396</u>	<u>1,683,341</u>

There is no restricted or endowment income or expenditure in either year.

Edinburgh: Portobello and Joppa Parish Church
Balance Sheet
At 31 December 2020

	Note	2020		2019	
		£	£	£	£
Fixed Assets					
Tangible Fixed Assets	8		650,000		652,804
Investments	9		730,910		741,284
			<u>1,380,910</u>		<u>1,394,088</u>
Current Assets					
Debtors	10	3,000		13,500	
Bank and Cash	11	303,848		276,937	
		<u>306,848</u>		<u>290,437</u>	
Less: Current Liabilities					
Falling due within one year	12	3,362		1,184	
				<u>1,184</u>	
Net Current Assets			303,486		289,253
Net Assets			<u>1,684,396</u>		<u>1,683,341</u>
Unrestricted Funds	14				
General Fund		286,917		282,081	
Fabric Fund		524,994		516,402	
Revaluation of Investments		222,485		234,858	
Manse Fund		650,000		650,000	
			<u>1,684,396</u>		<u>1,683,341</u>

The accounts were approved by the Trustees on

For and on behalf of the Trustees

(Name Redacted)
Session Clerk
10th March 2021

(Name Redacted)
Treasurer
10th March 2021

Edinburgh: Portobello and Joppa Parish Church Accounting Policies

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

Basis of preparation

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), 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.

Fund accounting

Funds are classified as either restricted funds or unrestricted funds, defined as follows.

Restricted funds are funds subject to specific requirements as to their use which may be declared by the donor or with their authority or created through legal processes, but still within the wider objects of the charity.

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.

Income

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

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 FRS 102 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.

Interest receivable

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

Edinburgh: Portobello and Joppa Parish Church Accounting Policies - continued

Fixed Assets

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

All tangible fixed assets costing in excess of £10,000 having a value to the charity greater than one year, other than those acquired for specific purposes, are capitalised. Depreciation is provided on a straight-line basis to write off the cost or initial value, less residual value, of tangible fixed assets over their estimated useful lives:

Fixtures, fittings and office equipment	7 years
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Investments

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

Taxation

Edinburgh: Portobello and Joppa Parish Church (Church of Scotland) is recognised as a charity for the purposes of applicable taxation legislation and is therefore not subject to taxation on its charitable activities. The charity is not registered for VAT, therefore expenditure includes irrecoverable input VAT.

Edinburgh: Portobello and Joppa Parish Church
Notes forming part of the financial statements
for the year ended 31 December 2020

	Unrestricted Funds 2020 £	Unrestricted Funds 2019 £
1. Donations & Legacies		
Offerings	150,733	143,255
Tax Recovered on Gift Aid	33,171	25,955
Unrestricted Legacies	2,000	3,000
Fabric Fund Donations	11,585	11,650
Other	1,960	2,420
	<u>199,449</u>	<u>186,280</u>
Income from Donations and Legacies were all unrestricted.		
2. Income from Charitable Activities		
Weddings	100	1,228
Fundraising Events	1,071	2,372
Use of Premises	7,586	18,262
	<u>8,757</u>	<u>21,862</u>
Income from Charitable activities was all unrestricted.		
3. Investment Income		
Church of Scotland Investors Trust:		
Congregational Fund	7,403	8,394
Fabric Fund Plus Dividends from Other Companies	15,295	18,248
	<u>22,698</u>	<u>26,642</u>
Investment income was all unrestricted.		
4. Other Income		
Receipts from General Trustees	27,480	31,657
Government Furlough Scheme	1,679	0
	<u>29,159</u>	<u>31,657</u>
Other Income was all unrestricted.		

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.

Edinburgh: Portobello and Joppa Parish Church
Notes forming part of the financial statements
for the year ended 31 December 2020

	Unrestricted Funds 2020 £	Unrestricted Funds 2019 £
5. Analysis of Expenditure		
Ministries and Mission Allocation	127,398	118,647
Presbytery Dues	4,963	4,755
Ministry Expenses	1,367	1,723
Probationer Expenses	0	0
Pulpit Supply	0	0
Other Salary Costs	57,226	51,434
Fabric Repairs and Maintenance	10,221	21,166
Council Tax, Water Charges and Insurance	15,594	16,912
Other Building Costs	12,971	14,614
Church Office Expenses	6,781	3,973
Christian Education and Outreach	4,069	3,234
Organ and Music	423	255
Audio Visual System Depreciation	2,804	8,404
Other Expenses	1,780	719
Governance: Ind. Examination	1,038	1,026
	<u>246,635</u>	<u>246,862</u>

Support costs have not been separately identified as the trustees consider there is only one charitable activity. Therefore support costs relate wholly to that activity and have not been separately identified.

Expenditure on charitable activities was all unrestricted.

Edinburgh: Portobello and Joppa Parish Church
Notes forming part of the financial statements
for the year ended 31 December 2020

6. Staff Costs and Number	2020 £	2019 £
Salaries and Wages	56,091	50,720
Social security and Pension costs	1,135	714
	<u>57,226</u>	<u>51,434</u>

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

Administration	1	1
Family Worker	1	1
Music staff	1	1
Premises maintenance	2	2

No employee had 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 5th and subsequent years of service) £34,577.

7. Trustee Remuneration and Related Party Transactions

(Name Redacted), who is a member of the Kirk Session, received £4,500 (2019 £4,500) for her services as Musical Co-ordinator.

The Minister received expenses of £4,581 (2019 £4,408).

The Associate Minister received expenses of £141 (2019 £249).

(Name Redacted), who is a member of the Kirk Session received £12,060 (2019 £12,030) for her services as Church Administrator and Book-keeper.

(Name Redacted), who is a member of the Kirk Session received £18,277 (2019 £17,871) for her services as the Family Worker.

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

During the year a total of £64,505 (39.76%) of normal giving (2019 £48,175 (31.1%)) was donated to the congregation by Trustees.

Normal giving of £162,234 (2019 £154,905) encompasses General Fund Offerings of £150,649 (2019 £143,255) and Fabric Fund Donations of £11,585 (2019 £11,650).

Edinburgh: Portobello and Joppa Parish Church
Notes forming part of the financial statements
for the year ended 31 December 2020

8. Tangible Fixed Assets

	£	£	£
Cost	Buildings	AV System	Total
At 1 January 2020	650,000	58,830	708,830
Additions	0	0	0
At 31 December 2020	<u>650,000</u>	<u>58,830</u>	<u>708,830</u>
Accumulated Depreciation			
At 1 January 2020	0	56,026	56,026
Charge for the Year	0	2,804	2,804
At 31 December 2020	<u>0</u>	<u>58,830</u>	<u>58,830</u>
Net Book Value			
At 1 January 2020	<u>650,000</u>	<u>2,804</u>	<u>652,804</u>
At 31 December 2020	<u>650,000</u>	<u>0</u>	<u>650,000</u>

The Trustees consider the manse to have a value in the region of £650,000.
The Heritage Properties consisting of the Church, Church Hall and Church House are not recorded in the accounts. It is currently not possible to place a valuation on the Heritage Properties.

Prior Year Comparitives

	£	£	£
Cost	Buildings	AV System	Total
At 1 January 2019	650,000	58,830	708,830
Additions	0	0	0
At 31 December 2019	<u>650,000</u>	<u>58,830</u>	<u>708,830</u>
Accumulated Depreciation			
At 1 January 2019	0	47,622	47,622
Charge for the Year	0	8,404	8,404
At 31 December 2019	<u>0</u>	<u>56,026</u>	<u>47,622</u>
Net Book Value			
At 1 January 2019	<u>650,000</u>	<u>11,208</u>	<u>661,208</u>
At 31 December 2019	<u>650,000</u>	<u>2,804</u>	<u>652,804</u>

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9. Investments	2020	2019
	£	£
Market value at 1 January	741,284	672,016
Investments Purchased In Year	1,999	2,990
Investments Uplifted In Year	0	0
Gains/(Losses) on Investments	(12,373)	66,278
Market value at 31 December	<u>730,910</u>	<u>741,284</u>
Investments at cost		
Church of Scotland Growth Fund	281,451	279,452
Church of Scotland Income Fund	226,974	226,974
	<u>508,425</u>	<u>506,426</u>

Note: The charity also holds 200 shares in Marks and Spencer plc and 1,968 ordinary shares in British Petroleum plc.
The Trustees consider those to have a nil value as they cannot be sold.

10. Debtors	2020	2019
	£	£
Debtor	0	10,500
Gift Aid Tax Refund Due	3,000	3,000
	<u>3,000</u>	<u>13,500</u>

11. Bank and Cash	2020	2019
	£	£
Bank of Scotland Treasurers Accounts	150,771	125,906
Bank of Scotland Savings Account	75,051	75,024
Other Bank Account	3,099	1,080
Church of Scotland Deposit Fund	74,927	74,927
	<u>303,848</u>	<u>276,937</u>

12. Creditors	2020	2019
	£	£
Accruals	<u>3,362</u>	<u>1,184</u>

13. Analysis of Net Assets Between Funds	2020	2019
	Unrestricted £	Unrestricted £
Fixed assets investment	1,380,910	1,394,088
Net current assets	303,486	289,253
	<u>1,684,396</u>	<u>1,683,341</u>

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14. Movements in Funds

	At 1 January 2020 £	Income £	Expenditure £	Investment Revaluation £	At 31 December 2020 £
Unrestricted Funds					
General Fund	282,081	232,020	(227,184)	0	286,917
Fabric Fund	516,402	28,043	(19,451)	0	524,994
Revaluation of Investments	234,858	0	0	(12,373)	222,485
Manse Fund	650,000	0	0	0	650,000
	<u>1,683,341</u>	<u>260,063</u>	<u>(246,635)</u>	<u>(12,373)</u>	<u>1,684,396</u>

Prior Year Comparatives

	At 1 January 2019 £	Income £	Expenditure £	Investment Revaluation £	At 31 December 2019 £
Unrestricted Funds					
General Fund	274,021	233,756	(225,696)	0	282,081
Fabric Fund	504,883	32,685	(21,166)	0	516,402
Revaluation of Investments	168,580	0	0	66,278	234,858
Manse Fund	650,000	0	0	0	650,000
	<u>1,597,484</u>	<u>266,441</u>	<u>(246,862)</u>	<u>66,278</u>	<u>1,683,341</u>

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

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Appendix 1

Special Collections and Collections for Third Parties

Income		£
The Guild		3,178
Sunday Stars		1,477
Christian Aid Committee		3,605
Christmas Eve		0
Retiral Collections & Other Events		2,111
		<u>10,371</u>
Expenditure		
The Guild	Guild affiliation fees	828
	Guild Project: Crossreach	1,000
	Guild Project: Zambia	700
	The Yard Charity	100
	Edinburgh City Mission	100
	Cyrenians	100
	Portobello & Joppa Parish Church	250
	PJPC Caretaker	100
		<u>3,178</u>

Sunday Stars and Breakfast Club

Note: it is the Trustees decision that all expenditure in relation to the Sunday Stars is met from the main funds of the Church. All income generated through the children's activities is therefore donated to charity.

This year the children allocated the income as follows:

		£
	ASHA	479
	Richmond's Hope	529
	Mary's Meals	469
		<u>1,477</u>
Christian Aid Committee		
	Burns Supper 18/01/2020	2,235
	Christian Aid Week Online Appeal 10-16 May 2020	1,370
		<u>3,605</u>
Christmas Eve Collections		
	There were no Christmas Eve Services in 2020	0
		<u>0</u>
Retiral Collections and Other Events		
	Minister's Sponsored Head Shave for Queens Bay Lodge	2,111
		<u>2,111</u>

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Appendix 2

Funds Held by General Trustees of Church of Scotland

	2020 £	2019 £
Capital Account		
Investors Trust Investments at 31st December	749,800	749,800
Investors Trust Deposit Fund	<u>200,614</u>	<u>200,614</u>
	<u>950,414</u>	<u>950,414</u>
Market value of Investments at 31st December	<u>849,605</u>	<u>860,339</u>
Revenue Account		
Credit balance at 31st December	<u>0</u>	<u>0</u>

The Charity is not entitled to the direct proceeds of the sale of the Old Parish Manse which was disposed of in 2014, St James Manse which was disposed of in 2015, the St James Complex which was disposed of in 2016 and the the Old Parish Complex which was disposed of in 2017.

The net proceeds of the sale were invested, less a 10% levy deducted for the benefit of other churches, by the Church of Scotland General Trustees.

The interest receivable now and in future years from this fund can only be used to fund property expenditure.

Funds held in the Church of Scotland Stipend Fund

Funds held	<u>800,012</u>	<u>800,012</u>
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The General Trustees of the Church of Scotland have invested the above funds for the benefit of the Charity in the Church of Scotland Stipend Fund.

The deemed interest from the Stipend Fund reduces the direct cost of Ministry and Mission on the charity.