

# **St Andrews Hope Park (Church of Scotland)**

**Accounts**

**for the**

**year to 31 December 2009**

**Congregation No: 261576**

**Scottish Charity No: SC014934**



**St Andrews Hope Park (Church of Scotland)**  
**Trustees' Annual Report**  
**Year ended 31 December 2009**

The Trustees present the annual report and accounts for Hope Park Parish Church for the year ended 31 December 2009.

**Reference and Administrative Information**

|                              |                                                   |
|------------------------------|---------------------------------------------------|
| Charity Name:                | St Andrews Hope Park (Church of Scotland)         |
| Charity Registration Number: | SC014934                                          |
| Congregation Reference No:   | 261576                                            |
| Contact Address:             | St Mary's Place<br>St Andrews<br>Fife<br>KY16 9UY |

**Trustees**

Rev A David K Arnott, Jim Alexander, Marianne Baird, Jim Bennett, Heather Bews, Sheila Black, Joy Broom, Bev Brown, Iain Brown, Ena Buttercase, Johan Christie, Margaret Clark, Robin Clark, Sandra Constable, Rhona Crabb, Ian Cumming, Mark Dennis, Ian Dochard, Tom Donaldson, Elaine Dowie, Isabel Dowie, Tom Duncan, Lennox Dunley, Margaret Dunley, Flora Falls, Marjory Farmer, Jack Ferguson, Stewart Fleming, J Ewing Forrester, Paul Gibbins, Jean Graham, Muriel Gray, Bill Gray, J Derek Gray, Ronald Hamilton, Pearl Harrison, David Harvey, Susan Hill, Dorothy Howie, John Howie, \*Alison Keracher, \*Bill Kinnis, Liam Law, Elizabeth Leslie, Katherine Matheson, Dorothy McCabe, Grace Morris, Ken Morris, Kenneth Morrison, Ann Murdoch, David Murdoch, Richard Nye, Barbara Orr, \*Lesley Orr, \*Nigel Orr, Pamela Reith, \*\*Patrick Rentoul, Anne Risk, \*\*Stan Room, Audrey Salters, Robin Salters, Zandra Scott, Bob Shaw, Brian Shields, Barbara Sibbett, Wilson Sibbett, C Donald Sinclair, Graham Sinclair, Frank Smith, Frank Sproson, Joan Stewart, Anne Sutherland, Bill Sutherland, Linda Swankie, Douglas Telfer, Isabel Telfer, Margaret Thomson, Fiona Wells, Les Wells, Alan Wilson, Elaine Wilson. (\*Resigned in 2009, \*\* died in 2009.)

**Principal Office-bearers**

|                   |                      |
|-------------------|----------------------|
| Minister:         | Rev A David K Arnott |
| Session Clerk:    | Ken Morris           |
| Church Treasurer: | Les Wells            |

**Independent Examiner**

Gordon D Coupar CA  
Miller McIntyre & Gellatly  
Chartered Accountants  
Chapelshade House  
78-84 Bell Street  
Dundee  
DD1 1RQ

**Bankers**

Bank of Scotland  
1 Queens Gardens  
St Andrews  
Fife  
KY16 9TD

**St Andrews Hope Park (Church of Scotland)  
Trustees' Annual Report  
Year ended 31 December 2009**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing Document**

The Church is administered in accordance with the terms of the Deed of Constitution (Unitary Form).

**Recruitment and Appointment of Trustees**

Members of the Kirk Session are the charity trustees. The Kirk Session members are the elders of the church and are chosen from those members of the church who are considered to have the appropriate gifts and skills. The minister, who is a member of the Kirk Session, is elected by the congregation and inducted by Presbytery.

**Organisational Structure**

Under the Unitary Constitution, the Kirk Session is responsible for all matters spiritual and temporal within the church. The Kirk Session meets three times per year and at other times as required.

Day to day management is carried out by the office bearers and a Management Team, composed of the Minister, Session Clerk and 10 elected elders, with the Church Treasurer and Fabric Convener in attendance.

**OBJECTIVES AND ACTIVITIES**

The Church of Scotland is Trinitarian in doctrine, Reformed in tradition and Presbyterian in polity. It exists to glorify God and to work for the advancement of Christ's Kingdom throughout the world. As a national Church, it acknowledges a distinctive call and duty to bring the ordinances of religion to the people in every parish of Scotland through a territorial ministry. It co-operates with other Churches in various ecumenical bodies in Scotland and beyond.

- Services of Worship are held on Sundays at 10.00 am
- Members of the Sunday School and Young Church attend the early part of the services and then depart to follow their own activities. Secondary School age pupils also attend youth activities at other times during the week.
- The church hosts a large number of its own organisations which cater for all ages, and also welcomes outside clubs and University Groups.

The proposed union between Hope Park and Martyrs Churches will take place in 2010 after the retiral of Rev A D K Arnott. A phased programme of remodelling the church and hall facilities commenced in January 2010.

**ACHIEVEMENTS AND PERFORMANCE**

During the year under review, the bi-weekly café continued to attract members, non-members and visitors to St Andrews and has become a firmly established part of the church's activities.

Other activities again included concerts, golf and putting competitions, a Burns Supper and coffee mornings. Work on the garden area around the church again involved Madras College pupils in stocking and installing flower planters at strategic points and enhanced a main entry point for visitors to St Andrews.

The congregation has been actively engaged in raising funds for the programme of refurbishment and repair of the church and installation of a lift to improve access to the upper church hall. The total cost of these works is estimated at £250,000 and will be met from accumulated funds, direct donations from the congregation, specific legacies and grants from outside bodies. Funds raised for this purpose do not form part of ordinary income of the church. A short term loan facility of £200,000 has been made available from the Church of Scotland General Trustees and any funds used from this facility will be repaid by the congregation over the next two years.

The linking with the congregation of Strathkinness Parish Church of Scotland continued and joint activities and events were successfully held.

**St Andrews Hope Park (Church of Scotland)**  
**Trustees' Annual Report (cont)**  
**Year ended 31 December 2009**

**FINANCIAL REVIEW**

The church receives its general funding, (including Gift Aid donations), from its members and visitors to our Sunday services through open plate offerings, freewill offering scheme, by standing order and cheque. Offerings for special outside purposes such as natural disasters and famine relief were organised and passed on to the relative receiving organisations.

**Results for the Year**

Income from all sources increased by £72,295 (38.95%). Overall revenue expenditure increased by £4,837 (2.84%). Capital expenditure was incurred on initial costs of the church alterations and refurbishments, (£60,032) and office and computer equipment, (£1,890). Overall membership decreased from 677 at the end of 2008 to 651 at the end of 2009. Despite the decrease in numbers, our membership has continued to be generous in their contributions in 2009. The number of Gift Aid contributions is being reviewed and encouragement to increase giving under Gift Aid is being carried out.

**Reserves Policy**

The Trustees' policy on reserves is to plan for meeting known liabilities for specific expenditure projects, to make provision for covering ordinary budgeted expenditure, and to plan for and provide resources for the alteration and refurbishment work agreed for 2010.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

Law applicable to charities in Scotland requires the trustees to prepare an annual report and accounts for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (UK GAAP).

In preparing accounts giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the accounts; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable it to ensure that the accounts comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 and the Deed of Constitution. 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,

**Ken Morris**

**Session Clerk/Trustee**

**Date : 18 March 2010**

## **St Andrews Hope Park (Church of Scotland)**

**SC014934**

### **Independent Examiner's Report to the Trustees of St Andrews Hope Park (Church of Scotland)**

I report on the accounts of St Andrews Hope Park (Church of Scotland) for the year ended 31 December 2009 as set out on pages 5 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. The charity's 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. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

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

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

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 Regulationshave 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.

Gordon Coupar CA  
Miller McIntyre & Gellatly  
Chapelshade House  
78-84 Bell Street  
Dundee  
DD1 1RQ

Date:

**St Andrews Hope Park (Church of Scotland)**  
**Statement of Financial Activities**  
**Year ended 31 December 2009**

|                                                                                   | Note | Unrestricted<br>Funds<br>2009<br>£ | Endowment<br>Funds<br>2009<br>£ | Total<br>2009<br>£ | Total<br>2008<br>£ |
|-----------------------------------------------------------------------------------|------|------------------------------------|---------------------------------|--------------------|--------------------|
| <b>Incoming resources</b>                                                         |      |                                    |                                 |                    |                    |
| <i>Incoming resources from generated funds</i>                                    |      |                                    |                                 |                    |                    |
| Voluntary income                                                                  | 2    | 210,258                            | -                               | 210,258            | 141,520            |
| Activities for generating funds                                                   | 3    | 11,525                             | -                               | 11,525             | 10,441             |
| Investment income                                                                 | 4    | 2,552                              | 532                             | 3,084              | 5,497              |
| <i>Incoming resources from charitable activities</i>                              | 5    | 33,028                             | -                               | 33,028             | 28,142             |
| <b>Total incoming resources</b>                                                   |      | <b>257,363</b>                     | <b>532</b>                      | <b>257,895</b>     | <b>185,600</b>     |
| <b>Resources expended</b>                                                         | 6    |                                    |                                 |                    |                    |
| <i>Costs of generating funds</i>                                                  |      | 638                                | -                               | 638                | 557                |
| <i>Charitable activities</i>                                                      |      | 172,489                            | 361                             | 172,850            | 169,209            |
| <i>Governance costs</i>                                                           |      | 1,575                              | -                               | 1,575              | 460                |
| <b>Total resources expended</b>                                                   |      | <b>174,702</b>                     | <b>361</b>                      | <b>175,063</b>     | <b>170,226</b>     |
| <b>Net incoming/(outgoing) resources before transfers</b>                         |      | 82,661                             | 171                             | 82,832             | 15,374             |
| Transfers between funds                                                           |      | 171                                | (171)                           | -                  | -                  |
| <b>Net incoming/(outgoing) resources before other recognised gains and losses</b> |      | 82,832                             | -                               | 82,832             | 15,374             |
| Gain/(loss) on revaluation of investments                                         |      | 175                                | 1,117                           | 1,292              | (4,207)            |
| <b>Net movement in funds</b>                                                      |      | <b>83,007</b>                      | <b>1,117</b>                    | <b>84,124</b>      | <b>11,167</b>      |
| <b>Total funds brought forward</b>                                                |      | 1,606,060                          | 9,911                           | 1,615,971          | 1,604,804          |
| <b>Total funds carried forward</b>                                                |      | <b>1,689,067</b>                   | <b>11,028</b>                   | <b>1,700,095</b>   | <b>1,615,971</b>   |

# St Andrews Hope Park (Church of Scotland)

## Balance Sheet

At 31 December 2009

|                                  |             | 2009      |                  | 2008      |                  |
|----------------------------------|-------------|-----------|------------------|-----------|------------------|
|                                  | <u>Note</u> | £         | £                | £         | £                |
| <b>Fixed Assets</b>              |             |           |                  |           |                  |
| Tangible Fixed assets            | 9           | 1,550,368 |                  | 1,500,983 |                  |
| Investments                      | 10          | 12,583    |                  | 11,291    |                  |
|                                  |             |           | 1,562,951        |           |                  |
| <b>Current Assets</b>            |             |           |                  |           | 1,512,274        |
| Stock (Cafe)                     |             | 473       |                  | 1,040     |                  |
| Debtors                          | 11          | 23,370    |                  | 19,238    |                  |
| Bank and cash                    |             | 120,717   |                  | 90,169    |                  |
|                                  |             | 144,560   |                  | 110,447   |                  |
| <b>Creditors</b>                 |             |           |                  |           |                  |
| Falling due within one year      | 12          | 7,416     |                  | 6,750     |                  |
| <b>Net Current Assets</b>        |             |           | 137,144          |           | 103,697          |
| <b>Net Assets</b>                |             |           | <u>1,700,095</u> |           | <u>1,615,971</u> |
| <b>Unrestricted Funds</b>        | 14          |           |                  |           |                  |
| General funds                    |             | 2,250     |                  | 13,644    |                  |
| Designated funds                 |             | 1,674,783 |                  | 1,575,840 |                  |
| Designated funds (organisations) |             | 12,034    |                  | 16,576    |                  |
|                                  |             |           | 1,689,067        |           | 1,606,060        |
| <b>Endowment Funds</b>           | 14          |           | 11,028           |           | 9,911            |
| <b>Total Funds</b>               |             |           | <u>1,700,095</u> |           | <u>1,615,971</u> |

The accounts were approved by the Kirk Session on 18 March 2010.

For and on behalf of the Kirk Session.

Ken Morris

Session Clerk/Trustee

Les Wells

Treasurer/Trustee

# **St Andrews Hope Park (Church of Scotland)**

## **Notes forming part of the financial statements**

### **for the year to 31 December 2009**

#### **1. ACCOUNTING POLICIES**

The following accounting policies have been applied consistently in the current and preceding year in dealing with items which are considered material in relation to the charity's accounts.

##### **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 include the results of the charity's operations, all of which are continuing.

The charity has adopted the requirements of Statement of Recommended Practice – "Accounting & Reporting by Charities" (SORP 2005) issued in March 2005. The accounts comply 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.

##### **Funds**

Funds are classified as restricted funds, endowment 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. St Andrews Hope Park (Church of Scotland) does not have any restricted funds.

*Endowment Funds* are funds given on the condition that the original capital sum is not reduced, but that the income therefrom is used for the purpose defined in accordance with the objects of the charity.

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

##### **Resources expended**

All expenditure is included on an accruals basis and is recognised when there is a legal obligation to pay. Irrecoverable VAT is charged against the relevant category of resource expended.

- Charitable activities include expenditure associated with carrying out the charity's objectives.
- Costs of generating funds are those costs associated with attracting voluntary income.
- Governance costs include those incurred in the governance of the charity and its assets and are associated primarily with constitutional and statutory requirements.

##### **Tangible fixed assets**

The Church and Halls are owned by St Andrews Hope Park (Church of Scotland) and have been included at a valuation reflecting their current value to the church. The Manse is included at its current value and will be revalued on a regular basis.

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, with normal fabric repairs and maintenance charged against general funds and extraordinary repairs met from the Fabric Fund. Costs incurred re the provision of a lift to serve the upper church hall have been capitalised.

All tangible fixed assets costing in excess of £500, and having an estimated useful life greater than one year, 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 as follows:

|                                         |                              |
|-----------------------------------------|------------------------------|
| Buildings – Installation of lift        | 10 years                     |
| Buildings - Other                       | no depreciation - see Note 9 |
| Fixtures, fittings and office equipment | 5 years                      |
| Computer equipment                      | 3 years                      |
| Digital church organ                    | 10 years                     |

**St Andrews Hope Park (Church of Scotland)**  
**Notes forming part of the financial statements (cont)**  
**for the year to 31 December 2009**

**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**

Hope Park 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 resources expended therefore include irrecoverable input VAT.

**2. VOLUNTARY INCOME**

|                           | <b>Unrestricted</b> | <b>Endowment</b> | <b>Total</b>   |                |
|---------------------------|---------------------|------------------|----------------|----------------|
|                           | <b>Funds</b>        | <b>Funds</b>     |                |                |
|                           | <b>2009</b>         | <b>2009</b>      | <b>2009</b>    | <b>2008</b>    |
|                           | <b>£</b>            | <b>£</b>         | <b>£</b>       | <b>£</b>       |
| Offerings                 | 96,809              | -                | 96,809         | 103,246        |
| Tax recovered on Gift Aid | 37,176              | -                | 37,176         | 23,278         |
| Donations                 | 73,655              | -                | 73,655         | 3,947          |
| Legacies                  | -                   | -                | -              | 9,500          |
| Members' subscriptions    | 724                 | -                | 724            | 1,028          |
| Other                     | 1,894               | -                | 1,894          | 521            |
|                           | <b>210,258</b>      | <b>-</b>         | <b>210,258</b> | <b>141,520</b> |

**3. ACTIVITIES FOR GENERATING FUNDS**

|                                 |               |          |               |               |
|---------------------------------|---------------|----------|---------------|---------------|
| Use of premises                 | 1,902         | -        | 1,902         | 863           |
| T Mobile mast                   | 8,000         | -        | 8,000         | 8,000         |
| Contribution from linked charge | 701           | -        | 701           | 747           |
| Other                           | 922           | -        | 922           | 831           |
|                                 | <b>11,525</b> | <b>-</b> | <b>11,525</b> | <b>10,441</b> |

**Note:** St Andrews Hope Park (Church of Scotland) has a linked charge with Strathkinness Parish Church of Scotland and the latter makes a contribution to various costs of St Andrews Hope Park (Church of Scotland).

**4. INVESTMENT INCOME**

|                           |              |            |              |              |
|---------------------------|--------------|------------|--------------|--------------|
| Bank and deposit interest | 624          | -          | 624          | 913          |
| Dividends received        | 1,928        | 532        | 2,460        | 4,584        |
|                           | <b>2,552</b> | <b>532</b> | <b>3,084</b> | <b>5,497</b> |

**5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

|                     |               |          |               |               |
|---------------------|---------------|----------|---------------|---------------|
| Café sales          | 22,139        | -        | 22,139        | 22,602        |
| Coffee mornings etc | 3,116         | -        | 3,116         | 3,594         |
| Other events        | 7,773         | -        | 7,773         | 1,946         |
|                     | <b>33,028</b> | <b>-</b> | <b>33,028</b> | <b>28,142</b> |

**St Andrews Hope Park (Church of Scotland)**  
**Notes forming part of the financial statements (cont)**  
**for the year ended 31 December 2009**

|                                              | Unrestricted   | Endowment  |                |                |
|----------------------------------------------|----------------|------------|----------------|----------------|
|                                              | Funds          | Funds      | Total          |                |
|                                              | 2009           | 2009       | 2009           | 2008           |
|                                              | £              | £          | £              | £              |
| <b>6. ANALYSIS OF RESOURCES EXPENDED</b>     |                |            |                |                |
| <i>Cost of Generating Funds</i>              |                |            |                |                |
| Offering envelopes, etc                      | 638            | -          | 638            | 557            |
| <i>Charitable Activities</i>                 |                |            |                |                |
| Ministries & Mission allocation              | 73,700         | -          | 73,700         | 76,584         |
| Minister's expenses                          | 2,802          | -          | 2,802          | 3,369          |
| Ministerial assistance                       | 2,080          | -          | 2,080          | 2,080          |
| Car replacement contribution                 | -              | -          | -              | 4,000          |
| Pulpit supply                                | 395            | -          | 395            | 359            |
| Other salary costs                           | 24,709         | 361        | 25,070         | 24,368         |
| Presbytery dues                              | 913            | -          | 913            | 435            |
| Fabric repairs & maintenance                 | 8,968          | -          | 8,968          | 6,281          |
| Heating & lighting                           | 6,433          | -          | 6,433          | 6,620          |
| Insurance & water rates                      | 7,395          | -          | 7,395          | 6,952          |
| Manse council tax                            | 2,509          | -          | 2,509          | 2,494          |
| Telephone, postages, printing and stationery | 9,934          | -          | 9,934          | 7,936          |
| Organ & music                                | 800            | -          | 800            | 430            |
| Other expenses                               | 7,494          | -          | 7,494          | 8,828          |
| Café purchases                               | 7,814          | -          | 7,814          | 8,775          |
| Depreciation                                 | 12,537         | -          | 12,537         | 4,780          |
| Donations                                    | 4,006          | -          | 4,006          | 4,918          |
|                                              | <b>172,489</b> | <b>361</b> | <b>172,850</b> | <b>169,209</b> |
| <i>Governance Costs</i>                      |                |            |                |                |
| Independent Examiner's Fee                   | 1,575          | -          | 1,575          | 460            |

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.

**Note:** Ministries and Mission – See note 7.

**St Andrews Hope Park (Church of Scotland)**  
**Notes forming part of the financial statements (cont)**  
**for the year ended 31 December 2009**

**7. STAFF COSTS AND NUMBERS**

|                    | <b>2009</b>   | <b>2008</b>   |
|--------------------|---------------|---------------|
|                    | <b>£</b>      | <b>£</b>      |
| Salaries and wages | <u>25,070</u> | <u>24,368</u> |

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

|                      | <b>2009</b>   | <b>2008</b>   |
|----------------------|---------------|---------------|
|                      | <b>Number</b> | <b>Number</b> |
| Ministerial support  | 1             | 1             |
| Administration       | 1             | 1             |
| Music staff          | 1             | 1             |
| Premises maintenance | 3             | 2             |
| Café                 | <u>2</u>      | <u>2</u>      |
|                      | <u>8</u>      | <u>7</u>      |

**Ministries and Mission**

All Church of Scotland congregations contribute to the National Stipend Fund which bears the cost 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 £23,139 and the maximum stipend (in the tenth and subsequent years) £30,426.

However, the Minister did receive a Voluntary Additional Payment from Hope Park which is included in the remuneration per note 8.

**8. TRUSTEE REMUNERATION AND RELATED PARTY TRANSACTIONS**

During the year one trustee received remuneration totalling £1,608.

David Arnott (Minister) – Voluntary Additional Payment of £1,608.

David Arnott also received reimbursement of expenses incurred of £2,802 and the sum of £2,509 was paid for the manse Council Tax.

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.

**St Andrews Hope Park (Church of Scotland)**  
**Notes forming part of the financial statements (cont)**  
**for the year ended 31 December 2009**

**9. TANGIBLE FIXED ASSETS**

|                                               | <b>Buildings</b> | <b>Buildings -<br/>Improvements</b> | <b>Fixtures,<br/>Fittings<br/>and Office<br/>Equipment</b> | <b>Computer<br/>Equipment</b> | <b>Digital<br/>Church<br/>Organ</b> | <b>Total</b> |
|-----------------------------------------------|------------------|-------------------------------------|------------------------------------------------------------|-------------------------------|-------------------------------------|--------------|
|                                               | £                | £                                   | £                                                          | £                             | £                                   | £            |
| <b>Cost / Valuation<br/>At 1 January 2009</b> | 1,450,000        | 12,196                              | 2,061                                                      | 568                           | 41,776                              | 1,506,601    |
| Additions                                     | -                | 60,032                              | 733                                                        | 1,157                         | -                                   | 61,922       |
| At 31 December 2009                           | 1,450,000        | 72,228                              | 2,794                                                      | 1,725                         | 41,776                              | 1,568,523    |
| <b>Accumulated<br/>Depreciation</b>           |                  |                                     |                                                            |                               |                                     |              |
| At 1 January 2009                             | -                | -                                   | 1,062                                                      | 378                           | 4,178                               | 5,618        |
| Charge for year                               | -                | 7,223                               | 560                                                        | 576                           | 4,178                               | 12,537       |
| At 31 December 2009                           | -                | 7,223                               | 1,622                                                      | 954                           | 8,356                               | 18,155       |
| <b>Net Book Value</b>                         |                  |                                     |                                                            |                               |                                     |              |
| At 31 December 2009                           | 1,450,000        | 65,005                              | 1,172                                                      | 771                           | 33,420                              | 1,550,368    |
| At 31 December 2008                           | 1,450,000        | 12,196                              | 999                                                        | 190                           | 37,598                              | 1,500,983    |

**Note** (a) Manse – The Manse is currently valued at £450,000 and will continue to be valued on a regular basis.

(b) Church and Halls. These are owned by Hope Park Church and have been included at a valuation reflecting their value to the church. The capital costs to date of refurbishment and improvement of the church premises have also been included.

**10. INVESTMENTS**

|                                                                             | <b>2009</b> | <b>2008</b> |
|-----------------------------------------------------------------------------|-------------|-------------|
|                                                                             | £           | £           |
| Market value at 31 December 2008                                            | 11,291      | 15,498      |
| Unrealised gain (loss) on investments                                       | 1,292       | (4,207)     |
| Market value at 31 December 2009                                            | 12,583      | 11,291      |
| Investments at cost                                                         | 3,601       | 3,601       |
| Church of Scotland Investments Trust<br>The following investments are held: | 12,583      | 11,291      |

**St Andrews Hope Park (Church of Scotland)**  
**Notes forming part of the financial statements (cont)**  
**for the year ended 31 December 2009**

**11. DEBTORS**

|                       | <b>2009</b>   | <b>2008</b>   |
|-----------------------|---------------|---------------|
|                       | <b>£</b>      | <b>£</b>      |
| Gift Aid Tax recovery | 21,429        | 17,217        |
| Prepayments           | 1,941         | 2,021         |
|                       | <u>23,370</u> | <u>19,238</u> |

**12. CREDITORS**

|                                          | <b>2009</b>  | <b>2008</b>  |
|------------------------------------------|--------------|--------------|
|                                          | <b>£</b>     | <b>£</b>     |
| T Mobile Mast Rental received in advance | 5,334        | 5,334        |
| Gas and Electricity                      | 805          | 849          |
| Other                                    | 1,277        | 567          |
|                                          | <u>7,416</u> | <u>6,750</u> |

**13. ANALYSIS OF NET ASSETS AMONG FUNDS**

|                                       | <b>General</b> | <b>Designated</b> | <b>Endowment</b> | <b>Total</b>     |
|---------------------------------------|----------------|-------------------|------------------|------------------|
|                                       | <b>£</b>       | <b>£</b>          | <b>£</b>         | <b>£</b>         |
| Fixed Assets                          | 35,363         | 1,515,005         | -                | 1,550,368        |
| Investments                           | -              | 1,705             | 10,878           | 12,583           |
| Current Assets                        | (31,031)       | 175,441           | 150              | 144,560          |
| Current Liabilities                   | (2,082)        | (5,334)           | -                | (7,416)          |
| <b>Net assets at 31 December 2009</b> | <u>2,250</u>   | <u>1,686,817</u>  | <u>11,028</u>    | <u>1,700,095</u> |

**St Andrews Hope Park (Church of Scotland)**  
**Notes forming part of the financial statements (cont)**  
**for the year ended 31 December 2009**

**14. Movements in Funds**

|                                       | <b>At 1 Jan<br/>2009<br/>£</b> | <b>Incoming<br/>Resources<br/>£</b> | <b>Outgoing<br/>Resources<br/>£</b> | <b>Transfers<br/>£</b> | <b>Realised &amp;<br/>Unrealised<br/>Investment<br/>Gain/ (loss)<br/>£</b> | <b>At 31 Dec<br/>2009<br/>£</b> |
|---------------------------------------|--------------------------------|-------------------------------------|-------------------------------------|------------------------|----------------------------------------------------------------------------|---------------------------------|
| <b>Endowment Funds:</b>               |                                |                                     |                                     |                        |                                                                            |                                 |
| Cantley                               | 3,060                          | 165                                 | -                                   | (165)                  | 350                                                                        | 3,410                           |
| Cochrane                              | 150                            | 6                                   | -                                   | (6)                    | -                                                                          | 150                             |
| Ireland                               | 4,376                          | 236                                 | (236)                               | -                      | 500                                                                        | 4,876                           |
| Brown                                 | <u>2,325</u>                   | <u>125</u>                          | <u>(125)</u>                        | <u>-</u>               | <u>267</u>                                                                 | <u>2,592</u>                    |
| <b>Total Endowment Funds</b>          | <b><u>9,911</u></b>            | <b><u>532</u></b>                   | <b><u>(361)</u></b>                 | <b><u>(171)</u></b>    | <b><u>1,117</u></b>                                                        | <b><u>11,028</u></b>            |
| <b>Unrestricted Funds:</b>            |                                |                                     |                                     |                        |                                                                            |                                 |
| General Fund                          | 13,644                         | 123,907                             | (144,501)                           | 9,200                  | -                                                                          | 2,250                           |
| <b>Unrestricted Designated Funds:</b> |                                |                                     |                                     |                        |                                                                            |                                 |
| Fabric Fund                           | 92,909                         | 3,015                               | (1,682)                             | 140                    | -                                                                          | 94,382                          |
| Reserve Fund                          | 2,531                          | 37                                  | -                                   | -                      | -                                                                          | 2,568                           |
| Reserve (Car) Fund                    | 2,156                          | 3                                   | -                                   | 2,000                  | -                                                                          | 4,159                           |
| Office equipment                      | 558                            | -                                   | -                                   | 2,000                  | -                                                                          | 2,558                           |
| Kirk Session                          | 2,085                          | 83                                  | -                                   | -                      | 175                                                                        | 2,343                           |
| Smith (Flower Fund)                   | 1,462                          | 32                                  | (324)                               | -                      | -                                                                          | 1,170                           |
| Grubb (Sunday School)                 | 172                            | -                                   | -                                   | 6                      | -                                                                          | 178                             |
| McKenzie Memorial Trust               | 1,249                          | 46                                  | -                                   | -                      | -                                                                          | 1,295                           |
| Students                              | 3,342                          | 109                                 | -                                   | -                      | -                                                                          | 3,451                           |
| Property Fund                         | 1,450,000                      | -                                   | -                                   | -                      | -                                                                          | 1,450,000                       |
| Development Fund                      | <u>19,376</u>                  | <u>94,816</u>                       | <u>(2,408)</u>                      | <u>895</u>             | <u>-</u>                                                                   | <u>112,679</u>                  |
|                                       | 1,589,484                      | 222,048                             | (148,915)                           | 14,241                 | 175                                                                        | 1,677,033                       |
| Church of Scotland Guild Fund         | 3,397                          | 3,794                               | (2,964)                             | (1,045)                | -                                                                          | 3,182                           |
| Cafe Fund                             | 5,864                          | 22,179                              | (19,812)                            | (3,200)                | -                                                                          | 5,031                           |
| Pins and Needles Fund                 | 4,416                          | 44                                  | (16)                                | (4,000)                | -                                                                          | 444                             |
| Social Club Fund                      | 726                            | 514                                 | (110)                               | (350)                  | -                                                                          | 780                             |
| Encounter Fund                        | 285                            | 374                                 | (265)                               | (75)                   | -                                                                          | 319                             |
| Open Doors Fund                       | 384                            | 7,503                               | (1,807)                             | (5,400)                | -                                                                          | 680                             |
| Hearing Group Fund                    | 459                            | 206                                 | (205)                               | -                      | -                                                                          | 460                             |
| Stratheden Group Fund                 | <u>1,045</u>                   | <u>701</u>                          | <u>(608)</u>                        | <u>-</u>               | <u>-</u>                                                                   | <u>1,138</u>                    |
| <b>Total Unrestricted Funds</b>       | <b><u>1,606,060</u></b>        | <b><u>257,363</u></b>               | <b><u>(174,702)</u></b>             | <b><u>171</u></b>      | <b><u>175</u></b>                                                          | <b><u>1,689,067</u></b>         |
| <b>Total Funds</b>                    | <b><u>1,615,971</u></b>        | <b><u>257,895</u></b>               | <b><u>(175,063)</u></b>             | <b><u>-</u></b>        | <b><u>1,292</u></b>                                                        | <b><u>1,700,095</u></b>         |

**Purposes of Endowment Funds**

Cantley Bequest: Income is to support the Fabric Fund.  
Mrs J S Cochrane Bequest: Income is to support the Sunday School.  
Mrs Ireland's Bequest: Income is to support the Minister's Stipend.  
J K Brown Bequest: Income is to support the Minister's Stipend.

**Purposes of Restricted Funds**

There are none.

**St Andrews Hope Park (Church of Scotland)**  
**Notes forming part of the financial statements (cont)**  
**for the year ended 31 December 2009**

**Purposes of Designated Funds**

Fabric Fund: This is used to meet extraordinary repairs to church property.

Reserve Fund: This is used to support other funds. It meets any deficit in the Unrestricted Funds or alternatively receives any credit from these Funds.

Reserve Fund (Car): This is used to support the Minister in the purchase of his car.

Office Equipment Fund: This is used to purchase office equipment when required.

Kirk Session Account: This can be used at the discretion of the Trustees.

Mrs Margaret Smith Bequest: This acts as a Flower Fund.

Charles Grubb Bequest: This is used to support the Sunday School.

James McKenzie Memorial Trust: This can be used to assist in the purchase of books by members of Hope Park studying for the ministry, with an extended remit to assist students from St Mary's College when attached to Hope Park.

Student Services Account: This is used to encourage student participation in the Church.

Development Fund: This was established in 2005, after the installation of a T Mobile mast in the Church Tower. The rent received is £8,000 per annum. It also includes funds raised to support the refurbishment and improvement of church facilities, (less costs incurred); which commenced in January, 2010.

The Guild: This holds the funds of the Church Guild.

Roundabout Café: The café is normally open from 10.00 am to 4.00 pm on two days of the week. The balance of funds are held in this account.

Pins and Needles: This is a craft group and the balance of its funds are held in this account.

Social Club: This meets once a week for indoor bowls and fellowship and this account holds the balance of its funds.

Encounter Group: This is a social group for women in the congregation that meets monthly that has a small balance of funds.

Open Doors: The objective of this group is to make Hope Park a vibrant place. Various social activities are organised and a small balance of funds is held. Additional activities are being held to assist in raising funds for the refurbishment work currently in progress.

Hearing Group: This group meets monthly for social activities and mutual support.

Stratheden Group: This group visits Stratheden Hospital, outside Cupar, and organises social activities and interaction with the patients.

**St Andrews Hope Park (Church of Scotland)**  
**Notes forming part of the financial statements**  
**for the year ended 31 December 2009**

| <b>15. Collections for Third Parties</b> | <b>2009</b>  | <b>2008</b>  |
|------------------------------------------|--------------|--------------|
|                                          | <b>£</b>     | <b>£</b>     |
| <b>Church of Scotland World Mission</b>  | 1,185        | -            |
| <b>League of Hospital Friends</b>        | 1,185        | -            |
| <b>Save the Children</b>                 | 1,185        | -            |
| <b>Families First</b>                    | 825          | -            |
| <b>Stratheden Hospital Garden</b>        | 214          | 898          |
| <b>Church of Scotland Crossreach</b>     | 214          | 898          |
| <b>Church Survival in Malawi</b>         | 214          | 898          |
| <b>Christian Aid (Kenya)</b>             | -            | 823          |
| <b>CHAS</b>                              | -            | 199          |
| <b>Vine Trust</b>                        | -            | 20           |
| <b>Church of Scotland HIV/Aids</b>       | -            | 392          |
| <b>Bethany Trust</b>                     | -            | 826          |
| <b>Church of Scotland Mwandi Mission</b> | -            | 50           |
|                                          | <b>5,022</b> | <b>5,004</b> |