

The Church of Scotland

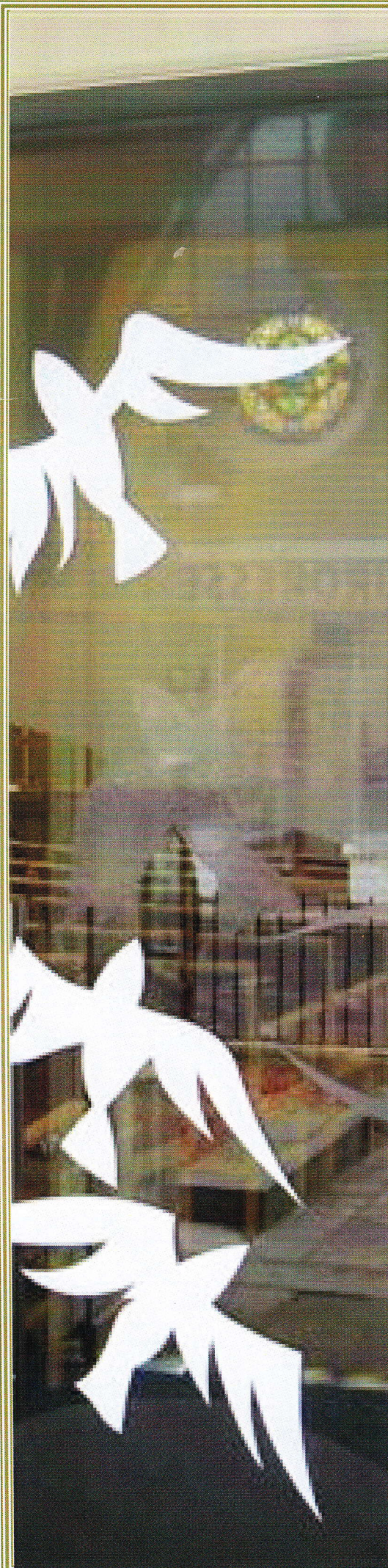


**ABBEY CHURCH
NORTH BERWICK**

**TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDING 31 DECEMBER 2012**

Congregation No: 030224

Scottish Charity No: SC004761



The Trustees present the annual report and accounts for Abbey Church.

Reference and Administrative Information

Charity Name: Abbey Church, North Berwick (Church of Scotland)
Charity Registration Number: SC 004761
Congregation Reference No: 030224
Contact Address: c/o Mr S A Ainslie
Abbey Church
Church Road
North Berwick
EH39 4AD

Trustees

Elders

*Ian M Aitken Margaret Burgon Robert Burgon *Sheila Burgon *Andrew Cobb Janice Cobb Stuart Cowan Sheena Cowan Margaret Ann Crawford Elma Danks John Evans (retired Jan 2013) Rev Dr D J Graham Doreen Guy John Guy Liz Harrison Jim Hawthorn	*Ronald Ironside *Bob Kane Sarah Kerr Dorothy Kirkpatrick John Lunn Zandra Main Helen Mackenzie (retired Jan 2013) David McAdam *Bill McClure *David McLean (retired Dec 2012) Sally Penman Janet Raeburn Jim Stewart Rev David Torrance Sadie Young
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*Elder on the Congregational Board 2012

Congregational Board – Elected Members

Stuart Ainslie George Kirkpatrick (<i>Property & Fabric Convenor</i>)	Willie Leslie Ewen MacLean (retired Dec 2012) Phil Spencer Stewart Young
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Abbey Church, North Berwick
Year to 31st December 2012

Principal Office-bearers

Minister:	Rev Dr David Graham
Session Clerk:	Sally Penman
Clerk to the Board:	Andrew Cobb
Church Treasurer:	Stuart Ainslie

Independent Examiner

Andrew Scott
"Abbeygate"
Glenorchy Road
North Berwick
EH39 4PE

Bankers

Bank of Scotland,
23 Westgate
North Berwick
EH39 4AG

Structure, Governance and Management

Governing Document

During this year, Abbey Church was administered in accordance with the terms of the Deed of Constitution (Model Constitution). During the year the Kirk Session agreed, in consultation with the Congregational Board, to recommend to the Congregation that we change to the Unitary Form of Constitution, and this was passed at a Congregational Meeting on 26 November. The new Deed of Constitution (Unitary Form) was signed by the Principal Clerk of the Church of Scotland on 28th December 2012 and will take effect for the year beginning 1 January 2013.

Recruitment and Appointment of Trustees

Members of the Kirk Session and the Congregational Board 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.

The Congregational Board was appointed from within the congregation and members of the congregation were invited to nominate individuals believed to have the skills and commitment to contribute to the management affairs of the Church to become members of the Board. The Board Members were appointed at the Stated Annual Meeting.

From 1 January 2013, the Kirk Session will be the charity trustees, responsible for all material as well as spiritual matters, through five Committees: Resources, Worship, World Church, Outreach and Nurture. The members of the committees will be drawn from the eldership, and they will co-opt former members of the Congregational Board and other members of the congregation with the necessary gifts and skills.

Organisational Structure

The Kirk Session is chaired by the Minister and usually meets eight times in the year; in 2012 it was responsible for spiritual affairs within the church. The Congregational Board is also chaired by the Minister and usually meets six times in the year; until the end of 2012 it was responsible for the material aspects of the church. In 2012, the Kirk Session met on 10 occasions, including two joint meetings with the Congregational Board and one joint meeting with Dirleton Kirk Session.

Objectives

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

Activities, Achievements and Performance

Introduction from the minister, Rev Dr David Graham

The significant events of 2012 have been a mixture of highs and lows. We were eagerly anticipating the visit from six members of our Twinned Congregation of Macfarlane Memorial Church in Kalimpong, Northern India, but in the end, after problems with travel visas, only Pastor Samuel Lepcha was able to come, and for just five days. We were glad that he was able to share various events and worship with us, including a shared Communion at Dirleton Kirk. There were several other opportunities to join with Dirleton Kirk for events to celebrate their 400th anniversary.

This year the church buildings have been open during the week in most months of the year, with an invitation to passers by to come in. The changes to the sanctuary have made it a popular place for events, including an Art Fair during the Fringe by the Sea and musical concerts. Over the Christmas period local musicians came to provide live music in a three day event organised by our organist, Robert Burgon.

During the last year, we have made changes in the way we are organised, and from January we will be operating from a committee structure under a Unitary Constitution. We would like our new Kirk Session Committees - Outreach, Worship, World Church, Nurture and Resources – to come up with innovative ways to work within their remit and objectives, leaving the Kirk Session freer to look at the wider issues affecting our church and society today. We are planning to ordain new elders in the coming year and involve more members of the congregation in the life and work of the church.

Kirk Session & Congregational Board Meetings

During the year there were ten meetings of the Kirk Session, including two meetings held jointly with the Congregational Board and one Joint Meeting with Dirleton Kirk Session. There were six meetings of the Congregational Board. In order to discuss the change to the Unitary Form of Constitution, a congregational meeting was held on the 26th November when the Abbey congregation agreed to change to a unitary constitution.

Eldership

At the end of the year the Kirk Session consisted of 29 elders and the Minister.

Membership

As at 1 January 2012 the number of members on the roll stood at 322. During the year 14 members died, 10 moved away and there were 8 new members with the result that Abbey's membership at the end of the year was 306. The Supplementary Roll stands at 23. There were 22 children and young people under the age of 17.

Worship

Communion services were held during March, June, September and December and in addition, evening communion was held on the last Sunday of most of the other months. The Worship Committee led evening services at Easter and Christmas. During July and August the congregation of St Andrew Blackadder church joined us for evening worship each week. A decision was made by the Kirk Session in August, on recommendation from the Worship Committee, to restrict Evening Services to the months of March, April May, October, November and December and to hold formal Communion in the months of March, June, September and December during the morning services only, with a more informal evening communion service on the last Sundays of the months when there is an evening service. Members of the congregation share in worship through Bible readings and leading prayers. We also have several members who have taken worship when the Minister is away.

Christian Adult Education

There are two House Groups which meet every fortnight and various Bible Study groups which meet under the leadership of the Minister from time to time during the year.

Stewardship

Following agreement by the Kirk Session on a three year stewardship programme, a small sub group of Elders, Board Members and others from the congregation organised the first Stewardship Month on the theme *Abbey's Got Talent!* Over the month of November, the Minister preached about talents and different activities were arranged, including a photographic display of some of the activities undertaken by church members and talks by members about how they came to get involved using their gifts and talents. The month culminated in an invitation to all members through a newsletter insert to consider what they could contribute to the life and work of the church. One of the on-going ideas is to advertise "vacancies" for roles within the church and match members with these roles based on their skills and talents. Over the next two years we will look at Stewardship of Time and Money.

Sunday School and Creche

The Sunday School has a small number of children attending regularly. The parents have contributed to the teaching over the year and the Sunday School worked closely with the Worship Committee to plan the Harvest Thanksgiving service, which raised over £1,000 for the charity Solar Aid. Children of secondary school age join the group at St Andrew Blackadder Church after the start of the service in Abbey, or stay at Abbey to help with the younger children.

Safeguarding

Under the Protection of Vulnerable Groups (PVG) scheme, we have started retrospective checking of paid staff and volunteers who have already been Enhanced Disclosure Scotland checked, and those who have never been checked. During the past year in Abbey we have also had two applicants to join the scheme, as crèche workers.

Ministry Support: Pastoral Assistant and the Good Samaritan Fund.

The pastoral work in Abbey is shared between the ministry team, the pastoral visiting team and the district elders.

The elders keep in touch with the members in their district, in particular visiting before each Communion Sunday. This relationship enables them to highlight any pastoral needs. The Pastoral visiting team supports the eldership by offering additional visits and sometimes practical support to members, as well as helping with the weekly distribution of church flowers.

Ministry Support: Pastoral Assistant and the Good Samaritan Fund.(cont'd)

Pastoral care is an important part of our parish ministry, bringing the love of God and the care of His church to all the different situations where people need support, particularly through incapacity, illness and bereavement. In a semi-rural parish such as ours, this involves many hours travel to hospitals and funerals. In recognition of the heavy workload, Abbey linked with Dirleton share the cost of a Pastoral Assistant. Bob Kane continues his service in this post, bringing his wide experience in pastoral matters to assist the Minister in all aspects of home visits, hospital visits, bereavement and funerals. In recognition of the pastoral workload shared by the Minister and the Pastoral Assistant, we agreed this year to increase the paid hours for the post by 2 hours.

In the case of Abbey, the costs of this post are met by the Good Samaritan Fund (a special purposes fund as set out in the accounts). This is supported by a small number of members and special fundraising during the year.

The Guild

Celebration was the theme for the start of the new session. We wonder if Dr Archibald Hamilton Charteris, in 1887, ever envisaged that the formation of the "Women's Guild" as an organisation would inspire and harness the faith, the talent and the energy of the Church's lady members, and its longevity. As we celebrated 125 years of existence, we give thanks for the pioneers who set us on our way and their faithfulness to reach out with the Good News in their meetings and communities. It is an organisation which refuses to stand still, and has since 1997 encouraged men to join the ranks of its 27,000 members. Although Abbey Guild has no male members at present, many Guilds do. Indeed we have welcomed the General Secretary of the Church of Scotland Guild, Iain Whyte, to speak at one meeting!

Each year a theme is introduced. For 2012 – 2013, this was entitled "A Faith to Proclaim". The Strategy falls neatly into the motto of the Guild, "Whose we are and Whom we serve". (Act 27 v 23). Six new projects will be supported over the next three years. Abbey and St Andrew Blackadder Guilds agreed to jointly host the first two projects, "Heart for Art" a project supporting people with dementia and "The Julius Project" which supports homelessness. Once more, the programme has been interesting, stimulating and enjoyable. Fundraising for the projects has been by stalls at meetings, providing teas for Arts and Crafts groups using the halls and a Bookswap/Coffee Morning. We enjoyed a Harvest Supper along with St. Andrew Blackadder and held our Christmas lunch at the Glen Golf Club, both very happy occasions. The Summer Outing took us down the coast to Eyemouth with a fascinating tour of the Gunsgreen House followed by tea at the Golf Club.

We are fortunate to have a hard working committee, ably led by Zandra Main for the past 4 years. The meetings have been well attended although the numbers are slightly down this year. We do miss Mrs Ann Boog, one of our stalwarts whose love of the Guild extended over several decades, but it has been a joy to welcome Helen and some of the residents of Fidra Care Home to the meetings.

The Guild encourages links with other Guilds, and to this end we have completed the process of linkage with Liberton Kirk Guild – rural with city. Representatives were present, along with others from the Presbyterian Guilds and Council for the Dedication and Celebration Service and Tea at the beginning of October, and we hope to entertain some from Liberton for their Outing in May.

Thanks go to all who have worked and supported in the many varied roles over the year. The six month term may be short, but we do pack a lot into it. As we look to the future, we go in God's strength and in His service, and pray that His name will be glorified in all that we do.

Outreach and Community Links

Through its people and its buildings the church reaches out in various ways to our local community. We support the Inspire Youth worker in her work by providing venues for her drama work and lunches for the young people attending Alpha courses at North Berwick High School. We also recently agreed to a donation of £1000 for the work of Inspire.

Every month we conduct a short service of worship at each of the care homes in North Berwick, which is much appreciated by residents and staff. We are fortunate to have a small team of people willing to lead worship, play the piano and just be there to help with finding hymns, singing along and spending time with the residents.

Outreach and Community Links (cont'd)

For most weeks in the year the church was open to the public each day, providing an oasis of peace in the busy High Street. The welcome to all is helped by the glass doors opening straight into the sanctuary. In addition, many others stop to admire the gardens and read from our attractive noticeboard. Visitors from near and far commented on how welcoming and active our church congregation appeared to be. On Sunday afternoons during July and August the new hall opened as a café with tea and cakes, provided by members of Abbey Church and St Baldred's Episcopal Church, the proceeds of which went to local charities, including the Day Centre.

Abbey's halls are used throughout the week by youngsters in dancing classes and music groups, and others use the halls for the toddler group, pilates, bridge club and photographic club. The halls are used for a monthly market for local artisans and occasional local producers' market. Different charities, such as North Berwick in Bloom, have used our facilities for fundraising and awareness raising events and community meetings.

One of our members organised an Art Show in the church which raised funds for the Good Samaritan Fund through a percentage of the sales and donations for teas and coffees which were provided by members.

The Scouting and Guiding organisations in the town held their annual service in the church on the 22nd February to celebrate Founder's Day and Thinking Day. We had to put out extra chairs for all the children and parents who attended this popular service. The service is organised by one of our members and led by the Minister.

We have signed up to support the East Lothian Foodbank and are collecting parcels of foodstuffs for the distribution centre, as well as providing financial support through our Christmas offerings.

Ecumenical Activities

Throughout the year, we joined with other local churches on a number of occasions to worship, enjoy fellowship, celebrate and pray.

Abbey Church continued as Chair of the North Berwick & District Association of Churches. The Association meets quarterly to raise the profile of our churches and engage with the wider community, discussing local activities and organising a variety of ecumenical events.

In 2012, this included - joint Holy Week Services, Christian Aid Week events, Brian Taylor's Big Debate (BBC Radio Scotland), NB&DAC Community Award and NBHS Citizenship Awards, Fringe by the Sea concert, World Day of Prayer and a joint service to celebrate the Week of Prayer for Christian Unity.

Looking forward - we are planning a Hustings Event for the Independence Debate, and much more!

Bethany Christian Trust

Abbey Church and Dirleton Kirk continue to give generous support by donating food, warm clothing and bedding, and we have had very willing teams going to Edinburgh to cook meals for the homeless.

Joint World Mission

'Go into all the world and preach the Good News to all creation'

Through the Mission Gift Day envelopes this year we were able to support work both at home and overseas. The £6,893 raised through these envelopes was almost double that raised in 2010, thanks to one very generous donation. As a result we were able to distribute funds to the following:

£1,856 to Mary's Meals, £1,490 to the Kalimpong Fund, £858 to Compassion, £125 to Malawi Evangelical Bible College, £1,462 to North Berwick Youth Trust (Inspire), £125 to Bishop Kivengere Girls School Muyebe Uganda, £225 to the Bethany Christian Trust, £730 Leprosy Mission, Mission Aviation Fellowship £10 and £12 to Crossreach.

In November Abbey Church members filled 116 Christmas Shoeboxes for Blythwood Care. Ten parcels of beautifully knitted baby garments have been posted out to the Rugarama hospital in Kabale, Uganda, this past year. These are lovingly knitted by members and friends of Abbey Church Congregation.

Twinning

In October we were to have hosted a group of 6 friends from our twinned church Macfarlane Memorial in Kalimpong India. Sadly there were insurmountable problems when it came to the issue of visas for them. The end result was that Rev. Samuel Lepcha came alone over a long weekend, during the 400th celebrations at Dirleton Kirk. There was great disappointment both in Kalimpong and North Berwick as a result of this failed exchange visit.

In September 2011 the area of Eastern Himalaya was severely affected by an earthquake, causing much damage to stone buildings. The Macfarlane Memorial Church was rendered unsafe for worship for the ensuing year but thankfully work is almost complete on the building, with the tower remaining to be refurbished. A gift of £360 was received from Macfarlane Memorial church to assist with the Abbey's recent refurbishment. Part of this gift met the cost of a 10 foot wooden cross which was designed and made by Dr John Guy, which now graces the sanctuary.

Fair Trade

A selection of fairly traded goods, which is obtained from the Small World Shop in Prestonpans on a sale or return basis, is available on the first Sunday in the month. Included in these goods are tea and coffee which are used after the Sunday services and at other church events.

Regal

It has been a pleasure to welcome ladies to our meetings and we hope this is a sign of Regal's increasing interest to retired people in North Berwick and the surrounding villages. We try to have talks that cover a wide range of subjects so that, hopefully, over the year there are topics of interest to everybody.

Michael Hill started 2012 off with a talk on "The Bo'ness & Kinneil Steam Railway"; this was a 'must' for all the over grown school boys who were in their element and reliving their youth. Michael explained the variety of jobs undertaken by the volunteers – many are retired railway men but many others have been solicitors, accountants and people with sedentary professional jobs. In February Bill Miller gave us an interesting and thought provoking talk on "A City and a Ship". This was the story of the three-masted sailing boat 'Mars' that was anchored off Dundee and used to provide young boys with a trade. As many of us know there were many naval battles in the Atlantic during the Second World War. In March Malcolm Baker vividly recalled some of these battles with the help of old photographs. During the summer months we visited Newtongrange National Mining Museum to gain an appreciation of one of Scotland's oldest industries. Afterwards we adjourned to the Longniddry Inn for lunch.

Richard Bell has spent several years living and working in Japan and he started our winter session with a talk on "Japan – it's not all raw fish". Naturally, he was able to give us an in-depth look at Japanese culture. In November Bill Miller returned to give us a talk on one of his cruises "Journey to Faroes and Iceland". As it was approaching Christmas, our December meeting took a different form and Andrew Scott sang some ballads and songs from Gilbert and Sullivan.

After each talk, the members sat down to a most welcome soup and sandwich lunch prepared by the ladies of the Church; the group very much appreciates the lunches and would like to thank the ladies for all their hard work behind the scenes. During the year some £400 was collected at our lunches and these contributions were donated to local charities and the church.

Eco-Congregation

Abbey Church is an Eco-Congregation under the Eco-Congregation Scotland scheme. The three main commitments of being an Eco-Congregation are -

- Committed to caring for creation
- Making the link between environmental issues and our Christian faith
- Responding with practical action in the church and wider community.

Church Property

Church Manse

At the manse only minor repairs were needed.

Church Maintenance

Old Bell Tower

After water penetration was discovered in the east and west vestibules on either side of the church office, investigations were carried out which determined that the water was finding its way down into the church office from the old Bell tower. As a result it was found that major work was needed on the north wall and tower, this required the erection of scaffolding. However as work progressed it very soon became clear that the tower was in poor condition and as result it was decided that it should be should taken down. Thereafter discussions took also place with East Lothian Council Planning Department who had no objection to its removal. These works cost £12,491.

Other matters

A new commercial dishwasher was installed in the kitchen. The large glass panel at the west entrance which was vandalised was replaced - the cost of which was covered by our insurance, the two external notice boards at the front of the church were repaired and repainted, the stone chips on the east side of the church were replenished and two new folding tables were purchased.

Financial Review

From 1 January 2012 the Annual Accounts of the Abbey Church are on a Receipts and Payments basis. Up to 31 December 2011 they had been on an accrual/prepayment basis. This change in accounting procedure is permitted under new regulations as the Abbey's turnover is less than £250,000. The effect on the Fund opening balances of this change can be seen in note 6.

Financial Results

Two exceptional items of expenditure affected this year's results. The demolition of the bell tower cost £12.5k and the deferred Indian visit costing £7.5k. The Indian visit costs could well be recovered in 2013 however at the time of signing the accounts no recoveries have been made.

General Fund

The principal source of income is offerings made by Church members and adherents. These take broadly three forms. A collection is taken at our Sunday services; this collection is in cash ("open plate") and weekly offering envelopes and by standing orders paid directly into Abbey's bank. Members may register to have their offerings gift aided. There are two principal ways this is done, either by weekly envelope, or by regular standing order.

Investments

The Abbey's investments have done well this year and increased in value from £15,826 (all funds) to £17,034. See note 10.

Reserves Policy

It is the Trustees' policy to hold reserves of approximately six months expenditure including designated funds. At the year end the Church held unrestricted funds of £42,072; £1,648 is held as Guild funds and £32,606 is held as the Fabric Fund. Consequently the true reserve is the remaining available bank balance of £7,818 and it represents about one to two month's expenditure. Additionally there are investments valued at £5,781 (see note 10).

The Church also held £22,670 of restricted funds, which can only be used for the purposes specified in Note 11.

Fabric Fund

The only payment or receipt to the Fabric Fund in the year relates to the payment of the final instalment relating to the sanctuary refurbishment. This instalment had been accounted for in the prior year.

William Wright Memorial Fund

There are three potential beneficiaries of the Fund, the Church in general, the young church and the Guild. The fund's annual income and up to 10% of the capital of the fund can be used in any one year. In the year this fund provided the funds to pay two visiting speakers.

The Sanctuary Fund

This fund was established to enable members of the congregation who wish to gift and bequest funds which are to be used solely to enhance the Sanctuary and not to be used for any other purpose. There were no payments or receipts to the Sanctuary Fund in the year.

Flower Fund

This fund was established to provide funds to support the Flower Team. The Flower team provide fresh flowers in the Church sanctuary each week and on request for funerals and other special occasions. The flowers are then distributed by the flower team to the sick and elderly in the congregation providing extra pastoral care to Abbey church members. In many occasions the team provide the flowers. There is very little movement in this fund. Although the costs of flowers are covered by donations, the Flower Team are in need of new members to provide displays to continue to enhance worship each week.

Hall Fund

There were no payments or receipts to the Hall Fund in the year. Due to the change in accounting procedure this fund has been restated see note 6.

Statement of Trustees' Responsibilities

Charity law requires the trustees to prepare financial statements for each financial year, which show a true and fair view of the state of affairs of the charity, and its financial activities for that period. In preparing those financial statements, the trustees are required to:

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

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

Approved by the Trustees and signed on their behalf,



Sally Penman
Session Clerk

14th

April 2013

SC 004761

Independent Examiner's Report to the Trustees of Abbey Church

I report on the accounts of the charity for the year ended 31 December 2012 which are set out on pages 14 to 23.

Respective responsibilities of trustees and examiner

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

The charity trustees consider that the audit 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 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.

Name: Andrew Scott

Professional Qualification: C.A., C.P.F.A.

15th April 2013

Address: "Abbeygate"
9 Glenorchy Road
North Berwick
East Lothian



Abbey Church, North Berwick
Year to 31st December 2012

	Note	Unrestricted Funds 2012	Restricted Funds 2012	Total 2012	Total 2011 (Re-stated)
		£	£	£	£
Statement of Receipts and Payments					
Incoming Resources					
Incoming resources from generated funds					
Voluntary income	1	89,073	6,352	95,425	95,734
Activities for generating funds	2	12,791	-	12,791	10,867
Investment income	3	926	589	1,515	1,634
		<u>102,790</u>	<u>6,941</u>	<u>109,731</u>	<u>108,235</u>
Incoming resources from charitable activities		-	-	-	-
Other incoming resources	4	8,609	-	8,609	16,655
		<u>111,399</u>	<u>6,941</u>	<u>118,340</u>	<u>124,890</u>
Resources Expended					
Costs of generating funds					
Costs of generating voluntary income	5	233	-	233	223
Investment management costs		-	-	-	-
Charitable activities	5	110,281	8,582	118,863	126,507
Governance costs	5	-	-	-	-
Other resources expended		-	-	-	-
		<u>110,514</u>	<u>8,582</u>	<u>119,096</u>	<u>126,730</u>
Net outgoing resources before transfers		885	(1,641)	(756)	(1,840)
Transfers between funds		<u>(1,274)</u>	<u>1,274</u>	<u>-</u>	<u>-</u>
Surplus/(Deficit) for the year		(389)	(367)	(756)	(1,840)
Total funds brought forward		42,461	23,037	65,498	67,338
Total funds carried forward		<u>42,072</u>	<u>22,670</u>	<u>64,742</u>	<u>65,498</u>
Statement of Balances					
Bank balances as at 1st January 2012		42,461	23,037	65,498	
<u>Surplus/(Deficit) for the year</u>		<u>(389)</u>	<u>(367)</u>	<u>(756)</u>	
Bank balances as at 31st December 2012		<u>42,072</u>	<u>22,670</u>	<u>64,742</u>	
Balance with Bank of Scotland				23,560	
Balance with the Church of Scotland				41,182	
				<u>64,742</u>	

In addition, the church held investments (note 10), and owned the church buildings and manse (note 9). There were no significant liabilities.

The accounts were approved by the Kirk Session on the 8th April 2013.

For and on behalf of the Trustees



Sally Penman

Session Clerk



Stuart Ainslie

Treasurer

The notes on pages 15 to 23 form part of these accounts.

Accounting Policies

The principal accounting policies, which have been applied on a receipts and payments basis in the current year and on an accruals basis in the preceding year, in dealing with items which are considered material to the accounts, are set out below:

a) **Basis of preparation**

These accounts are prepared on a receipts and payments basis. This is a change from 2011 where the accounts were prepared on an accruals and prepayments basis.

The accounts have been prepared in accordance with applicable accounting standards and under the historical cost convention, The Charities Accounts (Scotland) Regulations 2006, the Regulations anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007 and the Statement of Recommended Practice: Accounting and Reporting by Charities (2005).

b) **Funds**

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

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

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.

c) **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.

d) **Resources expended**

Expenditure is recognised on an actual basis as the expense is incurred.

e) **Tangible 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 Abbey Church Trustees. 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 costs arise.

f) **Investments**

Investments are stated at market value and at cost – see note 10.

g) **Taxation**

Abbey 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.

Notes forming part of the financial statements

	Unrestricted Funds 2012 £	Restricted Funds 2012 £	Total 2012 £	Total 2011 £ (Re-stated)
1 Voluntary income				
Offerings	68,006	2,550	70,556	78,684
Tax recovered on Gift Aid	18,956	1,790	20,746	16,077
Legacies	-	-	-	-
Other	2,111	2,012	4,123	973
	<u>89,073</u>	<u>6,352</u>	<u>95,425</u>	<u>95,734</u>
2 Activities for Generating Funds				
Use of Premises	12,359	-	12,359	10,513
Other	432	-	432	354
	<u>12,791</u>	<u>-</u>	<u>12,791</u>	<u>10,867</u>
3 Investment income				
Deposit interest	-	-	-	-
Dividends received	821	589	1,410	1,509
Endowment income	105	-	105	110
Bank interest	-	-	-	15
	<u>926</u>	<u>589</u>	<u>1,515</u>	<u>1,634</u>
4 Other Incoming Resources				
Weddings and Funerals	1,156	-	1,156	875
Dirleton Kirk	4,300	-	4,300	4,800
Coffee mornings etc	740	-	740	1,590
Insurance claims	2,397	-	2,397	-
Ferguson Bequest	-	-	-	5,000
Other	16	-	16	4,390
	<u>8,609</u>	<u>0</u>	<u>8,609</u>	<u>16,655</u>
Total Incoming Resources	<u>111,399</u>	<u>6,941</u>	<u>118,340</u>	<u>124,890</u>

Notes forming part of the financial statements

	Unrestricted Funds 2012 £	Restricted Funds 2012 £	Total 2012 £	Total 2011 £ (Re-stated)
5 Analysis of Resources Expended				
Costs of Generating Funds				
Offering Envelopes	233	-	233	223
Total	<u>233</u>	<u>-</u>	<u>233</u>	<u>223</u>
Investment Management Costs	-	-	-	-
Charitable Activities				
Ministries & Mission Allocation	43,014	-	43,014	40,051
Presbytery Contribution	1,043	-	1,043	455
Voluntary Additional Stipend	-	-	-	-
Pastoral Expenses	4,539	-	4,539	3,462
Pastoral Assistance	1,098	5,262	6,360	7,013
Pulpit Supply/visiting speakers	908	300	1,208	466
Other salary costs	11,748	-	11,748	11,650
Fabric Repairs & Maintenance	20,591	-	20,591	10,317
Council Tax	2,518	-	2,518	2,519
Other Buildings Costs	8,975	-	8,975	8,415
Church Office Expenses	2,801	-	2,801	2,882
Organ & Music	-	-	-	-
Interest Paid	-	-	-	294
Depreciation (see note 16)	-	-	-	28,609
Other expenses	13,046	3,020	16,066	10,374
Total	<u>110,281</u>	<u>8,582</u>	<u>118,863</u>	<u>126,507</u>
Governance Costs				
Independent Examiner's Fee	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Resources Expended	<u>110,514</u>	<u>8,582</u>	<u>119,096</u>	<u>126,730</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.

Notes forming part of the financial statements

6 Funds Re-statement

As part of the process of changing from an accruals/prepayments based set of accounts to a receipts and payments based set of accounts non-cash assets have to be removed from the opening balance. Shown below is the effect of the removal of non-cash items from the opening balance.

	At 31 December 2011	Fixed Assets	Revaluation Reserve	Debtors	Creditors	Investments	At 1 January 2012 Re-Styled
	£	£	£	£	£	£	£
Unrestricted funds							
Guild (Designated)	891	-	-	-	-	-	891
Fabric Fund (Designated)	32,606	-	-	-	1,368	-	33,974
General Fund	22,814	(715,161)	706,834	(3,318)	1,797	(5,370)	7,596
	56,311	(715,161)	706,834	(3,318)	3,165	(5,370)	42,461
Manse Valuation Reserve	706,834	-	(706,834)	-	-	-	-
	<u>763,145</u>	<u>(715,161)</u>	<u>0</u>	<u>(3,318)</u>	<u>3,165</u>	<u>(5,370)</u>	<u>42,461</u>
Restricted funds							
New Hall Fund	387,898	(384,232)	-	-	-	-	3,666
Flower Fund	481	-	-	-	-	-	481
Kalimpong Fund	1,645	-	-	-	-	-	1,645
Good Samaritan Fund	6,916	-	-	(112)	-	(837)	5,967
Sanctuary Fund	5,172	-	-	-	-	-	5,172
William Wright Memorial Fund	15,725	-	-	-	-	(9,619)	6,106
	<u>417,837</u>	<u>(384,232)</u>	<u>0</u>	<u>(112)</u>	<u>0</u>	<u>(10,456)</u>	<u>23,037</u>
Total funds	<u>1,180,982</u>	<u>(1,099,393)</u>	<u>0</u>	<u>(3,430)</u>	<u>3,165</u>	<u>(15,826)</u>	<u>65,498</u>

Notes forming part of the financial statements

7 Staff costs and numbers

	2012	2011
	£	£
Salaries and wages	12,565	11,650
Social security costs	-	-
Total	<u>12,565</u>	<u>11,650</u>

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

	2012	2011
	Number	Number
Pastoral support	1	1
Administration	1	1
Music staff	2	2
Premises maintenance	2	2
	<u>6</u>	<u>6</u>

8 Trustee Remuneration and Related Party Transactions

During the year two trustees received reimbursement of expenses incurred, the total being £4,844 (2011 £5,308).

In addition the following Trustees were paid remuneration during the year.

	2012	
	£	
Robert Burgon	1,250	For services as a church organist
Sheena Cowan	387	For church office support
Jim Hawthorn	1,588	For Church Officer Duties
Bob Kane	4,364	For pastoral assistance

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.

9 Tangible Assets

The Trustees own the church premises at 116 High Street, North Berwick.

The Trustees own residential premises, known as Sydserff, at Old Abbey Road, North Berwick. These premises are used as a church manse. This house was purchased in 2009 at a cost of £706,834.

Notes forming part of the financial statements

10 Investments

	2012	2011
	£	£
Market value at 1 January	15,826	15,578
Purchase/(Sale) of Investments	-	-
Realised gain / (loss) on investments	-	-
Unrealised gain on investments	1,208	248
Market value at 31 December	<u>17,034</u>	<u>15,826</u>
Investments at cost	<u>15,794</u>	<u>15,794</u>
The following investments are held:		
	2012	2011
	£'s	£'s
Church of Scotland Investors Trust Income Fund on behalf of the following Abbey Funds:	(market value)	(market value)
General Fund	Units 526	5,371
Good Samaritan Fund	82	837
William Wright Memorial Fund	942	9,618
Market value at 31 December	<u>17,034</u>	<u>15,826</u>

Notes forming part of the financial statements

11 Movements of Funds:

	At 1 January 2012 **	Incoming Resources	Outgoing Resources	Transfers	At 31 Dec 2012
	£	£	£	£	£
Unrestricted funds					
Guild (Designated)	891	2,026	(1,269)	-	1,648
Fabric Fund (Designated)	33,974	-	(1,368)	-	32,606
General Fund	7,596	109,373	(107,877)	(1,274)	7,818 *
	<u>42,461</u>	<u>111,399</u>	<u>(110,514)</u>	<u>(1,274)</u>	<u>42,072</u>
Restricted funds					
New Hall Fund	3,666	-	-	-	3,666
Flower Fund	481	102	(20)	-	563
Kalimpong Fund	1,645	1,790	(3,000)	-	435
Good Samaritan Fund	5,967	4,507	(5,262)	1,274	6,486 *
Sanctuary Fund	5,172	-	-	-	5,172
William Wright Memorial Fund	6,106	542	(300)	-	6,348 *
	<u>23,037</u>	<u>6,941</u>	<u>(8,582)</u>	<u>1,274</u>	<u>22,670</u>
Total funds	<u>65,498</u>	<u>118,340</u>	<u>(119,096)</u>	<u>0</u>	<u>64,742</u>
	See note 6 **				Investments are not included in this figure, see note 10 *

Purpose of Designated Funds

The purpose of the Guild Fund is to provide funds for the Abbey Church Guild.

The purpose of the Fabric Fund is to provide funds for the future maintenance of the church. These funds originated from the difference between the sale and purchase prices of the old and new manse.

Purpose of Restricted Funds

The restricted funds represent monies which have been gifted for a specific purpose and not for the general administration of the church.

The New Hall Fund was created to contain the funds used for building the new hall. It is anticipated that this fund will be merged into the Fabric Fund.

The purpose of the Flower Fund is to provide flowers for display during services of worship and distribute flowers as a fellowship gift to deserving parishioners.

The purpose of the Kalimpong Fund is to "give assistance to the work of the McFarlane Memorial Church, Kalimpong both in the church and among the poorer members of the congregation".

The purpose of the Good Samaritan Fund is to hold funds for pastoral work within the parish.

The purpose of the Sanctuary Fund is to hold funds for improvements to the sanctuary.

The purpose of the William Wright Memorial Fund is to enhance and encourage worship in the Abbey church.

Notes forming part of the financial statements

12 Post Balance Sheet Events

There were no post balance sheet events.

13 Commitments

There were no capital commitments as at the 31 December 2012.

14 Expenditure Commitments

The Abbey Church agreed to give the Presbytery financial support to allow the appointment of a pastoral worker. The support is £2,500 per annum for three years. Payments started on the 1st October 2012.

15 Exceptional Payments

In the year to 31 December 2012 there were two exceptional payments. £12,491 was the amount paid to remove the old bell tower. Additionally £7,462 was paid to support the visit of 6 members of the Kalimpong congregation.

Due to visa problems only one visitor came from India, it is possible that further credits may be received in 2013 relating to this visit.

16 Depreciation

In the year to 31 December 2011 the comparative accounts show depreciation expenditure of £28,609. As the 2012 accounts are now on a receipts/payments basis and depreciation is no longer calculated and charged to the accounts.

17 Collections for Third Parties
(Not included in the above accounts)

	2012	2011
	£	£
Age Scotland	416	-
Barnabas	-	13
Bethany	225	142
Bishop Kivengere Girls School	125	192
CofS HIV Aids	304	-
CofS Nimbong	304	-
Compassion	3,658	-
Crossreach	12	529
DEC Emergency	-	435
East Lothian Food Bank	506	-
Guild Projects	600	800
HIV/Aids Project	-	260
Leprosy Mission	730	13
Leuchie House	506	150
Mary's Meals	1,894	3,006
Mercy Ships	250	-
Ministries Council	-	400
Mission Aviation Fellowship	10	415
North Berwick - Christian Youth Trust	1,795	150
North Berwick - Day Centre	333	150
North Berwick - Dry Bar	333	-
North Berwick High School - Malawi Appeal	-	286
Poppy Scotland/Earl Haig	140	256
Preshal Trust	-	634
Practical Action	-	1,204
Solar Aid	1,048	-
The Vine Trust	-	1,214
Zambesi Mission	125	1,019
	<u>13,315</u>	<u>11,268</u>

Further note – The church and halls are used by church members and other organisations which also fund Raise. These amounts may not be recorded above.

In May of 2012 many of Abbey's congregation were involved in North Berwick collection for Christian Aid the total amount collected by this team was nearly £10,000.