

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	Jan.	2016	To	31	Dec.	2016

Reference and administration details

Charity name	United Reformed Church Annan
Other names charity is known by	
Registered charity number	SC004037
Charity's principal address	United Reformed Church Annan Station Road Annan Dumfries & Galloway
	Postcode DG12 6AT

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Revd. Haydn Horace Higton	Minister of Religion (Retired)		Church Meeting
2	Mrs Helen McNairn	Treasurer		Church Meeting
3	Mr John James Murray	Church Elder		Church Meeting
4	Mr George Holliday	Church Elder		Church Meeting
5	Mr Robert William Richardson	Church Elder		Church Meeting
6	Mrs Lyn Copeland Higton	Church Elder		Church Meeting
7	Mrs Mary Stuart	Church Elder		Church Meeting
8	Miss Mary Lamont	Church Elder		Church Meeting
9	Mrs Christina McCreadie	Church Elder		Church Meeting
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Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
Revd. Alan Douglas McGougan	01-01-2016 TO 20-11-2016

Structure, governance and management

Type of governing document

The governing body of the United Reformed Church is General Assembly. The United Reformed Church Acts 1972, 1981 and 2000 gives the authority under which General Assembly acts. These Acts of Parliament together with the Basis, Structure and Rules of Procedure of the United Reformed Church (as contained in sections A-C of the Manual of the United Reformed Church) contain the foundation documents of the church. The Title Deeds for the Trust known as the United Reformed Church Annan (formerly Congregational Church Annan) were constituted under Feu Charter and recorded with the General Register of Sasines, County of Dumfries on 5th July 1902.

Trustee recruitment and appointment

Those responsible for the general control and management of the administration of the charity in relation to United Reformed Churches are the Elders of the church and the Minister. The congregation call the Minister, who is an ordained Minister of Word & Sacrament in The United Reformed Church; the Elders are elected by the church meeting and ordained as Elders of the United Reformed Church

Objectives and activities

Charitable purposes

To further the religious and charitable work of the church within the local community and beyond.
The charity's restrictions and organisational structure can be found in the Manual of the United Reformed Church (Sections B and D).

Summary of the main activities in relation to these objects

The church has a full programme of Worship & Non-Worship events. Our worship services are held at 10.30am each Sunday. During 2016 the church continued to review how it might structure itself & prioritise for its mission in the next decade. We are committed to exploring the faith as faith for the 21st Century. We take exploring the faith to be a journey in which we can engage & affirm the struggle to live in unity with a variety of views & insights about God. We are a caring Christian Community looking to care for each other & in the community. We are looking to have our building available for the community & as such have now refurbished the ground floor of the church & Hall kitchen so that our premises can best be utilised to suit the requirements of today's society.

Achievements and performance

Summary of the main achievements of the charity during the financial period

As part of the churches 'outreach' to the world church the congregation give regularly & generously to Christian Aid through the United Reformed Church *Commitment for Life* Project in Bangladesh (£510) and to several other charities e.g.

Kates Kitchen (£174), Malawi Project (£217), Inspire (£20)

The United Reformed Church Annan is nationally recognised as a '*Fairtrade*' church.

Throughout the year our church hall is used by both church & local organisations thus allowing us to '*outreach*' further into the local community. Organisations such as the *Womens' Union, Friday Fellowship, 1st Annan Company Girls' Brigade, Rainbow Tribe ecumenical youth singing group, Spectrum Ceilidh Band, All Age/All Abilities Games, Knit & Natter Group* and the *Floral Art Club* are all organisations attached to the church and the United Reformed Church - Annan, is the recognised parent body.

It is refreshing for the church and the congregation to see the premises being so well used by the community & beyond.

Financial review

Brief statement of the charity's policy on reserves

The funds held in the Reserve Account allow the church to augment the General Account as & when required. However following a request by the Treasurer, in a bid to ease the high number of account transfers that were necessary during the refurbishment, and since both accounts are unrestricted the Trustees agreed to close the Reserve Account & transfer all the monies therein into the General Account.

Details of any deficit

In 2016 the Unrestricted Funds had a deficit of £17,193
This deficit is due in the main to the cost of the church & hall kitchen refurbishment.
The cost of the church refurbishment is being made in staged payments which during 2016 totalled £32,565. Final stage payment (2.5% of final contract value) has still to be paid.
Overall receipts in 2016 were lower than in 2015 but we have seen an increase in the Free Will Offering, HMRC Tax Repayment, Vestry Day and fundraising activities.

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Other optional information

Financial Review

In accordance with the current accounting regulations governing Scottish charities, the accounts are presented on a Receipts and Payments basis. The charity's Statement of Balances is enclosed with this document.

Salient features of the accounts: The churches main source of income is from the Freewill Offering and Plate (£18,883); as in previous years we also had our Vestry Day which in 2016 raised the sum of £2,405. Throughout 2016 the Fund Raising & Social Committee also raised £7,496 for church funds. The church also benefits from the Inland Revenue Charity Repayment, which is made as a result of our claim for monies received as Gift Aid donations (£5,554) and also from donations which this year totalled £4,818. Included in this total are donations that have been received to augment the monies raised for the church & hall kitchen refurbishment.

Payments to Charity Trustees: During the year the only payments made were to the Revd Alan D McGougan and Revd Haydn H Higton. Revd Alan D McGougan was paid the nationally agreed Ministers stipend and received benefit from a pension contribution from the United Reformed Church **Ministry and Mission Fund**. Expenses totalling £1,052 were also reimbursed to the Revd Alan D McGougan to cover costs incurred whilst carrying out his ministerial duties. Revd Haydn H Higton received a pulpit supply fee of £40 on five occasions for leading worship during the year under review.

The United Reformed Church Annan continues to make a contribution to the **Ministry and Mission Fund** which in 2016 totalled £22,475 (2015 - £ 22,276)

Church Buildings and Manse: We have been advised by the National Synod of Scotland that as the United Reformed Church Annan retained the Church Title Deeds at the time of Unification in 2000 then the church buildings & manse are owned by the local church i.e. The United Reformed Church Annan & as such the Church Buildings & Manse are included as an asset on the Statement of Balances.

The local church (United Reformed Church Annan) is responsible for the maintenance of the buildings ensuring that they remain wind and watertight. Any structural or cosmetic changes to the buildings can only be carried out with the approval of the National Synod of Scotland.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Robert William Richardson	
Position (e.g. Chair)	Church Elder & Authorised Trustee	
Date		

