

## APPENDIX 1

# OSCr

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.	2017	To	31	Dec.	2017

### Reference and administration details

<b>Charity name</b>	United Reformed Church Annan
<b>Other names charity is known by</b>	
<b>Registered charity number</b>	<b>SC004037</b>
<b>Charity's principal address</b>	United Reformed Church Annan Station Road Annan Dumfries & Galloway
	<b>Postcode</b> 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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## APPENDIX 1

### 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

### 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

#### 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 2017 the church has 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 21<sup>st</sup> 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 refurbished the ground floor of

## 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 (£520) and to several other charities e.g.

Maggie's Cancer Caring Centre (£231), East African Appeal (£197), Christian Aid (£168), Inspire (£20) & Fisherman's Mission (£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 ***Friday Fellowship, 1<sup>st</sup> Annan Company Girls' Brigade, 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.

We also provided accommodation on a weekly basis for ***The Rainbow Tribe ecumenical youth singing group & Spectrum Ceilidh Band***

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

## Financial review

### Brief statement of the charity's policy on reserves

As of June 2016 all of the church funds are held solely in our General Account. Trustee's guidelines require that the church endeavour to maintain the level of reserves held within the General Account at approximately 50% of the churches annual expenditure.

### Details of any deficit

In 2017 the Unrestricted Funds i.e. the General Account, shows a deficit of £71.00

This small deficit is mainly due to the additional costs that were incurred in order to complete the church refurbishment & repairs. The final staged payment for the cost of the church & hall kitchen refurbishment was paid in October 2017. Overall receipts in 2017 were higher than in 2016, we have seen an increase in the Free Will Offering & HMRC Tax Repayment although the totals realised from our Vestry Day and fundraising activities are substantially less than in

## APPENDIX 1

## 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 (£18,913); as in previous years we also had our Vestry Day which in 2017 raised the sum of £1,866. Throughout 2017 the Fund Raising & Social Committee also raised £6,258 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 (£6,282) and also from donations which this year totalled £4,269.

**Payments to Charity Trustees:** During the year the only payments made were to the Revd Haydn H Higton. Revd Haydn H Higton received a pulpit supply fee of £40 on twelve occasions for leading worship during the year under review.

Although the United Reformed Church Annan is in vacancy we continue to make a contribution to the **Ministry and Mission Fund** which in 2017 totalled £21,600 ( 2016 - £ 22,475)

**Church Buildings and Manse:** Having 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)	<i>R W Richardson</i>	
Full name(s)	Robert William Richardson	
Position (e.g. Chair)	Church Elder & Authorised Trustee	
Date	04/06/2018	