

**Sandyford Henderson Memorial
Church of Scotland
Glasgow**

**Annual Accounts
for 2017**

ACCRUED (SORP COMPLIANT) ACCOUNTS

Congregation No: 161020

Charity No: SC002155

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report Year ended 31 December 2017

The Trustees present the annual report and accounts for Sandyford Henderson Memorial Church of Scotland, Glasgow for the year ended 31 December 2017.

Reference and Administrative Information

Charity Name:	Sandyford Henderson Memorial Church of Scotland, Glasgow.
Charity Registration Number:	SC002155
Congregation Reference No:	161020
Contact Address:	Treasurer 19 Lindsay Drive Kelvindale Glasgow G12 0HB

Trustees

Kirk Session comprising : Rev J. de Groot (Minister until 31/08/2017), Rev R. Buckley (Interim Moderator from 13/06/2017) P. Billington, G. Chalmers, S. Copeland (until 28/02/2017), A. Crow, A. Glen, M. Grant, I. Inglis, D. Kennedy, H. Laird (Clerk to the Congregational Board), A. MacPherson, G. Neilson, G. Osbourne, N. Peacock (Clerk), G. Penman (Treasurer), D. Philip (until 31/03/2017), D. Rickards, P. Smith (until 06/02/2017), D. Tosh (until 31/08/2017), R. Trelogan and J. Wilson.

Congregational Board comprising : the elders and A. Beveridge (until 30/09/2017), A. Billington, M. Bonham, R. Copeland (until 21/03/2017), M. Coventry (deceased 13/02/2017), C. Crow, F. Downs, M. Forbes, E. Gemmell, E. Glen, S. Innes, I. Kempself, G. Macintosh (until 31/10/2017), E. Penman, P. Smith, A Sprott (until 31/08/2017) and A. Strachan (until 3/11/2017).

Principal Office-bearers

Minister:	Rev J. de Groot (until 31/08/2017)
Interim Moderator	Rev R. Buckley (from 13/06/2017)
Session Clerk:	Prof. N. Peacock
Clerk to the Board:	Mr. H. Laird
Church Treasurer:	Mr. G. Penman

Independent Examiner

William Vernall CA
Cook & Co Limited.
Chartered Accountants
Suite 525, Baltic Chambers
50 Wellington Street
Glasgow
G2 6HJ

Bankers

Bank of Scotland
Partick Branch
258/262 Dumbarton Road
Glasgow

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Trustees' Annual Report Year ended 31 December 2017

Structure, Governance and Management

Governing Document

The Church is administered in accordance with the 'Model Deed of Constitution' of the Church of Scotland.

Recruitment and Appointment of Trustees

The Kirk Session (the elders) and the Congregational Board are the charity Trustees. The elders are chosen from the church membership. The minister is a member of the Kirk Session. The Congregational Board is appointed from within the congregation by election. Members of the congregation are invited to nominate individuals to the Board. Board members are then appointed at the Stated Annual Meeting (S.A.M.) and serve for a period of three years after which they must seek re-election at the S.A.M. The minister is appointed by a vote from the congregation, after being proposed as sole nominee by a nominating committee elected by the congregation.

Organisational Structure

The Congregational Board is chaired by the minister or his representative and normally meets four times in a year. Certain responsibilities are delegated to the Finance Committee and the Property Committee, normally advisory for the Board to consider and decide, but occasionally the committees are given powers to proceed between Board meetings. The Kirk Session, which meets nine times a year, is responsible for spiritual affairs within the church. Both the Congregational Board and the Kirk Session are convoked periodically, *in haec effecta*. In addition, the elders have been meeting more frequently for meetings on Saturdays to discuss strategy (see below).

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.

In Sandyford, the centrality of the Bible and of worship is emphasised in the weekly Order of Service for Sunday services, with the inclusion of a statement that we 'meet together as a church family to worship God and to hear God speak to us through His Word'.

Achievements and Performance

The last year has been atypical on account of the resignation, with effect from 31st August 2017, of Rev. Jonathan de Groot, who felt unable to continue as a minister and member of the Church of Scotland, following the successive decisions and recommendations of the General Assembly, which undermined the authority of the Bible. While the Kirk Session were not in disagreement with the minister in his concern about the lack of respect for, or place given to, the Bible in reports and decisions at the General Assembly, it believed that it was right to continue in the denomination for the foreseeable future. The resignation had collateral implications for the

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Trustees' Annual Report (cont.) Year ended 31 December 2017

various activities listed below. However, the rebuilding process at all levels is already indicating signs of growth. A congregational meeting was called on 2nd September 2017 to invite views on five areas of church life: worship, prayer, outreach, fellowship and the recommendation from the Kirk Session to continue our commitment to the denomination. The elders are meeting on Saturday afternoons to take time to respond to views of the congregation and to bring forward a strategic vision for the future. The issues on the agenda in 2018 are: Prayer; Discipleship & Leadership; Capacity & Resources; Worship; Outreach; Fellowship; Denomination.

The Presbytery of Glasgow has given the congregation the right to call another minister, and a nominating committee will be elected on 25^h March 2018.

Membership has declined from 156 in 2016 to 113 in 2017. However, these figures do not include children or the students who worship with us and who attend meetings during the week. The profile indicates that we still have an all-age congregation, though the major exodus has been in the 25-44 category. The successful process of rebuilding is evident from the admission of two new members by transfer in late 2017, and more forthcoming in March 2018.

Attendance at the morning service has dropped to just below 100, but the evening service has maintained an average of 60-80 people. Attendance at the prayer meeting has been constant, and around half of the membership joined with us on 25th November for part, or for the full day, of prayer from 6.30am to 6.30pm.

Our outreach programme has continued, with a good response, particularly to the street stalls in September and December and to the card distribution at Christmas. An innovation has been a Thursday Film Night, organised by 3 of the halls of residence near the church, which has given increased access to people living on our doorstep. A number of people contacted from the outreach activities have come to the Friday café and/or a Sunday service.

The support from those who have stayed with us has been most encouraging. Their generosity and sacrificial giving have so far compensated for losses, ensuring our meeting of the financial target set by the Church of Scotland, and at the same time enabling us to give support (in addition to our missionaries) to other causes, in particular, a sum of £14,350: divided between two projects: funding of a classroom assistant in a school in Pakistan who would help children from disadvantaged backgrounds; extending the work in Glasgow among ex-offenders recently released from prison.

The post of student worker (funded by designated gifts from the congregation) has been filled by a Mandarin speaker, who, it is anticipated, will contribute to our ministry to students and also increase our efforts to reach out to the Chinese community, who form a significant part of the parish. The Home Office has granted a Tier 5 visa, permitting our appointee to work for us for two years with effect from 8th January 2018.

So the congregation has, despite the losses, been able *pro tem* to sustain all of the previous commitments set out in 2016, with the exception of the Monday-morning Bible Study for young parents, which has been discontinued on account of the lack of significant demand for it.

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Trustees' Annual Report (cont.)

Year ended 31 December 2017

A brief summary of activities undertaken by the congregation includes:

Worship

Central to the life of the congregation are the Sunday Worship services (11.00 am and 6.30 pm) and the midweek meeting for Bible study and united prayer. A Praise Band, comprising around 6 instrumentalists and singers, who are accountable to the Minister/Interim Moderator or his representative from the Kirk Session, lead Sunday music, which combines traditional and modern. Children's addresses, given by a few members, have been based on the passage chosen for the preaching, in order to give coherence to the service. Consecutive expository biblical ministry has been maintained throughout the year. Morning and Evening services were led by elders, with participation from other members of the congregation. Preaching at the Morning service was undertaken mainly by the Minister until August, and thereafter by ministers from other churches or by a few elders. Preaching at the Evening Service was undertaken largely by 2 visiting ministers. Services are recorded and made available, via the web and CD, by an audio-visual team of some 5 people.

Sunday School and Crèche

A planned Sunday School syllabus covers a wide range of ages. Children from babies upwards attend the first part of public worship with the whole 'church family' and leave for Sunday School or Crèche after a talk for small children, and an accompanying song. The Sunday School and Crèche have been the area most adversely affected by the departure of the Minister.

Prayer Meetings/Bible Studies

The Wednesday evening meeting for Prayer and Bible Study is convened by an elder, who compiles the prayer news for each week and organises for elders and visiting speakers to take bible studies. The prayer time is held initially in a plenary gathering and then in small groups. There are a number of other small group Bible Study / Prayer meetings, separately co-ordinated (see below).

Church Membership

See above. The demographic profile of the parish gleaned from the last census shows a very high proportion of young people. During the year those who have left have done so for different reasons: some on account of the demission of the Minister; some leaving Glasgow for employment; some returning to their home countries; some attending churches which have a more exclusive appeal to young people – we continue to see ourselves as an all-age community; some with young families have moved further away, having found the cost of accommodation in the West End prohibitive. While we would anticipate that the membership statistics will continue to be volatile, given the mobile nature of our parish constituency, and are concerned about the adverse effect of decisions taken at the General Assembly which undermine the authority of the Bible, we would anticipate that the current base would be maintained. This represents a realistic picture of church attendance. However, the Kirk Session is concerned about the extent to which a significant contribution of the business of the church is undertaken by an aging group of people. Younger members will be required to take on significant new duties – the position of Fabric Convener remains unfilled, though invaluable help has been provided particularly by the Clerk to the Congregational Board; similarly, nobody has so far come forward to take on the position of Treasurer and but for the willingness of the current Treasurer to continue his appointment beyond the stated date that he had suggested for his retirement (wef March 2016) the congregation would

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report (cont.) Year ended 31 December 2017

have been in not inconsiderable difficulties. While there is an excellent spirit within those remaining in the congregation and a significant expectation with regard to future growth, the challenge to commitment particularly in regard to succession planning remains a priority. The need to reach out further with the gospel into our parish and beyond is also a central preoccupation. In this respect, a major source of new membership would be an increased number of student professions of faith. This gives evangelistic impetus not only to the student worker but to all within the fellowship.

The Church Website

The webmaster, with a small committee, has been exploring ways of developing the site. The Session and the Board regard the website as a major resource, having invested in a new platform and provider. The site, which has world-wide access, includes: details regarding the varied activities of the Church; monthly pastoral letters; and recording of sermons delivered at the morning and evening services each Sunday. Invaluable input is being given by the new student worker, who had considerable experience with development of websites in previous employments.

Electronic and IT resources in the building include the provision of a wireless network, PowerPoint and other projection for meetings, in both the sanctuary and the hall downstairs. Improvements to the general PA system have been made. However, a review of equipment is being undertaken, which will lead to some renewal and extension of a system which has been in place since 2004.

Staff Changes

The major changes: resignation of the Minister wef 31st August 2017 (see above); resignation of the Church Officer, Mr Ian Fyfe, in November 2017 - it is proposed to fill the post in 2018; appointment of a part-time cleaner, Ms Stefanie Kraenzle; replacement of two student workers by Sarah Yang, who has been granted a visa for two years until 31st December 2020 (see above).

Outreach

The Congregation prizes preaching as the major contribution to both outreach and in-reach. Outreach has also been underpinned by the concept of friendship evangelism, with prominence given to the quality of our presence where we live and work and spend leisure time.

Various activities have been organised: a *Student Café* on Friday evenings; the *Student Plus Bible Studies* held on Thursday evenings; the *Tuesday Afternoon Fellowship*; *Street Evangelism*; the handing out of mince pies and mulled wine (Christmas), burgers (Students Freshers' Week in September) and Hot-Cross Buns (Easter) on the street outside the church; a Café held on Tuesday and Thursday afternoons in July and August in the church garden – the street stalls and the outdoor café, facilitated by the use of a gazebo outside the church garden, have advertised the church to hundreds of people during the year and have resulted in quite a few attending services and activities; the *Wednesday Drop-In* – the church has been open to many people from the parish, and to other parts of the city – has continued to bring in a diverse group of people: some have been seeking shelter; some peace and quiet; some have been interested in the building; others have been international students seeking friendship or opportunities to improve their English. Other activities have included: carol singing round the parish, ceilidhs, celebrations of festivals, e.g. Burns Night (an evening of Scottish food and culture), the Chinese New Year.

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Trustees' Annual Report (cont.) Year ended 31 December 2017

The continually revitalised, refurbished parish offers exciting opportunities: an area that has seen significant transformation in recent years, with new restaurants and coffee shops appearing along Argyle Street, celebrated nationally as the 'Finnieston Strip', many new luxury apartment developments occupied largely by young professionals, and the ever-increasing installation of student halls of residence, and the conversion of tenements into student flats. The parish has a resident population of some 6000 with an estimated average age of under thirty. With the opening of two new residences in 2017, one accommodating 600+ students in Kelvinhaugh Street itself, the missional opportunities and responsibilities are both exciting and challenging. With the diminished resource (human and financial) available, prioritisation of effort will be important.

In-Reach

Many of the outreach activities above have provided in-reach for members and guests. Particularly noteworthy and very well attended have been the six congregational lunches, which have helped to reinforce the hospitality extended in homes of members and friends.

Missionary and Other Support

Sandyford has missionary interest at the Women's Christian Hospital in Multan; Christian teaching in Pakistan; and has commissioned one member to work full-time in Taiwan. The church also gives support to Rutherford House, an evangelical trust to promote biblical thinking and theology; UCCF for students; and Scripture Union Scotland (where one of our members has just been appointed as the National Director for Strategy); The Scottish Bible Society; Tearfund. The congregation, in addition to personal designated gifts, offered some £15,239 for work outwith our particular congregation. This giving outwith the congregation included a special Christmas collection enabling the congregation to offer £14,350 to support new initiatives in a school in Pakistan and the work undertaken among ex-offenders in Glasgow. Our interest in mission is also reflected in the involvement of some forty members in missionary societies and in major charities in the UK. As well as financial and practical support, Sandyford prays weekly for national and international mission.

Pastoral Support

Some twenty visitors, whose work has been directed by two coordinators, have maintained pastoral support. The pastoral team complement the encouragement and support offered by the elders in their regular visits to members.

Safeguarding

PVG: The church complies with the Church of Scotland policy regarding Safeguarding. Safeguarding is a standing item on the Kirk Session Agenda, which enables the convenor of the Sandyford PVG committee to bring regular attention to all new procedures and ways of implementing them.

Health and safety

Our processes have been revised to comply with the latest guidelines. All aspects of risk have been assessed and appropriate action taken according to the well-used '**Hazard Analysis and Critical Control Point**' (**HACCP**) system:

- slips and trips
- hygiene and food safety: temperature controls and recording; lifting and carrying
- burns and scalds
- using equipment
- using cleaning products - handling waste.

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Trustees' Annual Report (cont.) Year ended 31 December 2017

A committee of three, all with appropriate certification and with considerable experience of catering for large groups, have responsibility for ensuring good practice in this area.

The Clerk to the Congregational Board checks for potential safety issues. Emergency exits are clearly marked and indicated in the weekly Order of Service sheet handed out to all entering the church. Upgraded lighting has been provided for exit signs. Refurbishment of fire doors has ensured safe operation for emergencies.

The Fabric Committee has overseen several improvements that boost safety and security around the premises. A comprehensive five-yearly inspection of the electrical system was undertaken as required by our insurers. Video monitors have been installed inside the building to enable camera monitoring of the main entrance from inside and thus boost security.

A programme of cleaning of lighting fittings was undertaken by the Fabric Committee and the opportunity was taken to upgrade the output by means of better bulbs. This has brought a significant improvement to the sanctuary environment. The lighting at the main entrance has also been improved.

The lavatory adjacent to the sanctuary area was upgraded and plans are in hand to improve the male facility downstairs. The flooring contractor discovered problems that seemed to indicate water ingress and so work was halted to seek professional advice. The toilets were closed to enable monitoring of the situation over the seasons, and it may be possible to achieve a low cost solution. Other toilet facilities previously reserved for staff were opened for general use.

A group of proven contractors are engaged in annual maintenance and servicing of the infrastructure including the lifts, heating, electrical system and fire safety appliances and system.

The facilities are cleaned weekly by a part-time cleaner with the help of duty teams. A work party is convened quarterly to address issues that cannot be dealt with in the weekly cleaning and minor fabric projects.

Conclusion

In 2017, despite the challenges mentioned above, the congregation has proved the goodness of God in the maintenance of biblical ministry, the continuing financial sustainability, and the positive response to outreach initiatives, not all of which can be reflected in raw statistics. The income, mostly contributed by direct Christian liberality, and the expenditure, reflect a well-stewarded diligence in pursuance of our aims. We appreciate the hard work of our Treasurer Gordon Penman in keeping and reporting on the accounts.

The Kirk Session and Congregational Board pay tribute to the work done by a high proportion of the membership as outlined in the preceding paragraphs. Being voluntary, this contribution does not appear in the accounts as staff and governance costs. While the paid employees and the office-bearers have played their full part, Sandyford Henderson Memorial Church is the work of most of the congregation. The Annual Accounts therefore represent very considerable value for money.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report (cont.) Year ended 31 December 2017

Financial Review

The principal source of income is through the direct giving of members on a monthly or weekly basis, by bank standing orders, regular cheques or the numbered weekly envelopes system. Gift Aid tax continues to provide a substantial part of the gross ordinary income. Further ordinary income is by weekly envelope offering and 'open-plate' offerings at worship services. Irregular donations are additionally made to meet specific needs, often designated to restricted funds by the donors. The only investment income is a small endowment from the Consolidated Stipend Fund (centrally administered by the Church of Scotland offices in Edinburgh), which partially offsets the annual 'Ministries and Mission' funding requirement by central offices.

Although Voluntary Offerings continued to fall in 2017, this drop is not in direct proportion to the percentage fall in membership during this period. This has continued to encourage the Congregational Board in recognising the practical commitment of the remaining membership to the continuing work of the congregation. Previous unrestricted legacy gifts have allowed a financial 'buffer' during this period of rapid change in the congregational circumstances. However, the Congregational Board is not complacent about the need for encouraging members to realistically review their donation level according to their means. The congregation continue to be reminded of their vows of membership in which they promise to give a 'fitting proportion of [their] time, talents and money' to the support of God's work. It is further hoped that the permission by Presbytery to give unrestricted call to a new Minister for the congregation will stimulate further financial commitment in the coming months.

The posts of Church Officer and Church Cleaner were supported from the General Fund.

The posts of the Student Outreach Workers were funded from the restricted Student Outreach Workers Fund. No additional funding has been given from any wider Church of Scotland funds or third party organisations for these staff costs in 2017. Two workers completed their contracts in 2017, and the appointment of a new Student Outreach Worker was planned for early 2018, towards which there was already base funding from restricted funds.

The fabric expenditure in 2017 was £17,602; the whole fabric cost is allocated between routine upkeep costs from General Fund (£9,691), and unusual or unanticipated costs from Designated Fabric Fund (£7,911). Routine electrical testing and remediation was undertaken on the church building electrics (£2,426, of which £1,000 was offset by a subsidy from the Church of Scotland Insurance Company). Unusual costs included refurbishment, damp remediation and investigation in toilets area (£3,995); emergency lighting replacement and remediation (£2,190); unanticipated lift repair costs (£903); drains and plasterwork repairs (£673).

In line with our continuing commitment to Christian outreach (outlined in 'Achievements and Performance'), a transfer from the General Fund surplus was made to the 'Student Outreach Workers Fund' (£14,160) to ensure a secure base of continued funding of contract through 2018 and into 2019.

In view of the available general surplus available at year end, and in line with the congregation's commitment to supporting evangelical outreach work, it was resolved to enhance the Missionary Fund total from the General Fund by £1,975. This decision is consistent with our previously agreed annually reviewable policy of disbursement of annual surplus. (See also 'Reserves Policy').

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Trustees' Annual Report (cont.) Year ended 31 December 2017

While there has been a substantial drop in membership during 2017, there is still a core of ordinary general income to support the regular costs of the congregation. Sufficient funds are available for 2018-19 to cover contractual obligations by way of additional staffing. Previous legacy gifts have been a welcome encouragement to us at a time of stress and change in the life of the congregation. The Board recognises the continuing generosity of individuals without whose support much of the outward looking work of the congregation would have to be curtailed or inhibited.

Risk Management

The principal areas of strategic, operational and financial risk identified by the Trustees are:

1. Health and Safety in the church building for employees, members and visitors;
2. Safeguarding commitments for vulnerable persons on our premises;
3. Compromise of data through malicious access or unsecured sharing;
4. Lack of staff for key leadership roles;
5. Financial support of permanent staff in event of sudden loss of income.

In consideration of these risks:

1. Trustees are confident that catering facilities are in good order, and these are continually monitored by the trained kitchen staff. Continual monitoring of fire and other safety hazards is undertaken by competent office bearers; routine cleaning functions are currently undertaken by a part-time Church Cleaner, but more in-depth cleaning is done on a regular basis by an ad-hoc team of volunteers. Annual servicing is provided for the heating system and also fire safety facilities, kitchen equipment and lifts. Call-out arrangements are in place for emergencies, using local contractors where possible.
2. Progress on Safeguarding has strong momentum to improve under the competent leadership of the Safeguarding Officer (see "Achievements and Performance: Safeguarding").
3. A sub-committee of the Congregational Board is reviewing practice and procedure regarding data protection, and we are currently in the process of implementing an appropriate procedure in accordance with updated information from the Church of Scotland Law Department.
4. In a largely voluntary organisation it is difficult to safeguard against the loss of personnel for key roles (e.g. Treasurer, Fabric Convenor). Transition planning therefore continues to be a matter that exercises the Trustees. This was part of the Kirk Session's strategy discussion in late 2017 and continues to be one of the agenda items for strategic thinking.
5. Retirement of the Church Officer means that less pressure is on General Funds for salaries until a new appointment is made. The student outreach worker is wholly paid from restricted funds for a limited contract period, and contractual commitments have been addressed in surplus transfers to this fund (See Financial Review).

The Trustees have therefore reviewed the major strategic, operational and financial risks to which the Church is exposed and where possible have established procedures to mitigate the identified risks.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report (cont.) Year ended 31 December 2017

Reserves Policy

The principal policy of the Trustees has been to transfer some General Fund surplus at year-end to maintain a viable Designated Fabric Fund. Anticipation of some additional fabric spend in the light of current ministerial vacancy of the manse, and recognising some aspirations for change in the church building previously discussed by the Congregational Board, suggest a higher than normal spend attributable to the Designated Fabric Fund in 2018. This was reflected in a transfer from the General Fund surplus (£15,371) leaving a prudent working surplus of £20,000 in this fund.

In order to meet the contractual obligation for two years' employment of our student worker, it was determined that some of the General Fund surplus also be transferred to the Student Outreach Worker Fund. A transfer was therefore made from the General Fund surplus (£14,160) to leave £40,000 in the Student Outreach Worker Fund for 2018-19.

There is an approved policy of supporting the third party Missionary Fund from the General Fund where appropriate. Due to changes in the relative value of sterling, the effective value of overseas missionary support has fallen in recent months. The congregation try to keep levels of support to individual supported missionaries stable from year to year. It was therefore resolved by the Congregational Board to transfer £1,975 to the Missionary Fund from General Fund, thereby slightly increasing the value of support to individual missionaries on 2016. This transfer appears as a general expenditure figure in the Notes section (see Note 6 – Analysis of Expenditure: Charitable Activities).

The Trustees have a policy of annual transfer of a small annual sum from the General Fund surplus to the Organ Fund if there is deemed by the Trustees to be sufficient general donations to commend it. The Trustees resolved that in view of the drop in regular donations in recent years that no such transfer is made for 2017. This practice is reviewable annually.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report (cont.) Year ended 31 December 2017

Trustees' Responsibilities in Relation to the Financial Statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in Scotland requires the charity trustees to prepare financial statements for each year which show a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the method and principles in the applicable Charities SORP;
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

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

Approved by the Trustees and signed on their behalf,

Rev Richard Buckley
Interim Moderator

Noël A Peacock
Session Clerk

W Harold Laird
Clerk to the Congregational Board

Date: 12th March 2018

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Independent Examiner's Report to the Trustees of Sandyford Henderson Memorial Church for the year ended 31 December 2017

I report on the financial statements of the charity for the year ended 31 December 2017 which are set out on pages 13 to 23.

Respective Responsibilities of the Trustees and Independent Examiner

The Trustees are responsible for the preparation of the financial statements in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The 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 the 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements 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 financial statements.

Independent Examiner's Statement

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

- 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 financial statements which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulationshave not been met, or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

William Vernall CA
Cook & Co Limited.
Chartered Accountants

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Statement of Financial Activities and Income and Expenditure Account

Year ended 31 December 2017

	<u>Note</u>	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total 2017 £	Total 2016 £
Income and endowments from:					
Donations and legacies	1	185,187	26,699	211,886	364,249
Charitable activities	2	1,350	0	1,350	1,250
Other trading activities	3	0	0	0	0
Investments	4	826	0	826	0
Other	5	672	0	672	662
Total income		188,035	26,699	214,734	366,161
Expenditure on:					
	6				
Raising funds		100	0	100	131
Charitable activities		192,084	25,542	217,626	256,315
Other costs		2,800	0	2,800	3,000
Total expenditure		194,984	25,542	220,526	259,446
Net outgoing/incoming resources before gains and losses on investments		-6,949	1,157	-5,791	106,715
Net gains and losses on investments		0	0	0	0
Net income/(expenditure)		-6,949	1,157	-5,791	106,715
Transfers between funds		-14,160	14,160	0	0
Net movement in funds		-21,109	15,317	-5,791	106,715
Total funds brought forward		561,641	38,859	600,500	493,785
<u>Total funds carried forward</u>		540,532	54,176	594,708	600,500

The notes on pages 17 to 23 form part of these accounts.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Balance Sheet

At 31 December 2017

	Note	2017		2016	
		£	£	£	£
Fixed Assets					
Tangible Fixed assets	9		460,000		461,000
Investments	10		<u>0</u>		<u>0</u>
			<u>460,000</u>		<u>461,000</u>
Current Assets					
Debtors	11	6,611		7,685	
Bank and cash		<u>152,657</u>		<u>153,351</u>	
Total Current Assets		<u>159,268</u>		<u>161,036</u>	
Liabilities					
Creditors falling due within one year	12	<u>24,559</u>		<u>21,536</u>	
Net Current Assets			134,708		139,500
			<u>594,708</u>		<u>600,500</u>
Net Assets					
The funds of the charity					
Endowment Funds	15	0		0	
Restricted income funds		54,176		38,859	
Unrestricted income funds		<u>540,532</u>		<u>561,641</u>	
		594,708		600,500	
Total charity funds	15		<u>594,708</u>		<u>600,500</u>

The notes on pages 17 to 23 form part of these accounts.

The accounts were approved by the Kirk Session and Congregational Board on 12th March 2018.
For and on behalf of the Kirk Session and Congregational Board

_____ Session Clerk

_____ Treasurer

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2017

Accounting Policies

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

Basis of preparation

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Charities and Trustee Investment (Scotland) Act 2005, and the Charities Accounts (Scotland) Regulations 2006 (as amended).

Fund accounting

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

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

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

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

Incoming resources

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

Donated Services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS102) the general volunteer time of congregation members is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised as expenditure in the period of receipt.

Resources expended

Expenditure is recognised on an accruals basis as the liability is incurred.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2017

Accounting Policies (cont)

Interest receivable

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

Tangible fixed assets

The charity has the right to occupy and use for its charitable objects certain tangible fixed assets, including the Church and halls vested in the Church of Scotland General Trustees. No consideration is payable for the use of these assets. 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. The manse is vested in local trustees.

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

Fixtures, fittings and office equipment	10 years
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Investments

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

Taxation

Sandyford Henderson Memorial 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.

Pension costs

The Church makes contributions for its employees to a defined contribution scheme. The assets of this scheme are held independently and are not under the control of the charity.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2017

	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total 2017 £	2016 £
1 Donations and Legacies				
Offerings	108,481	8,668	117,149	135,800
Tax recovered on Gift Aid	31,793	5,137	36,930	38,604
Legacies	13,790	0	13,790	151,542
Value of donated goods	0	0	0	0
Other	31,122	12,894	44,016	38,303
	<u>185,187</u>	<u>26,699</u>	<u>211,886</u>	<u>364,249</u>
2016	<u><u>334,929</u></u>	<u><u>29,320</u></u>	<u><u>364,249</u></u>	
2 Income from charitable activities				
Weddings and Funerals	500	0	500	500
Use of Premises	850	0	850	750
Income from organisations	0	0	0	0
	<u>1,350</u>	<u>0</u>	<u>1,350</u>	<u>1,250</u>
2016	<u><u>1,250</u></u>	<u><u>0</u></u>	<u><u>1,250</u></u>	
3 Income from other trading activities				
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
2016	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	
4 Investment income				
Bank interest	826	0	826	0
	<u>826</u>	<u>0</u>	<u>826</u>	<u>0</u>
2016	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	
5 Other income				
Consolidated Stipend Fund	672	0	672	662
	<u>672</u>	<u>0</u>	<u>672</u>	<u>662</u>
2016	<u><u>662</u></u>	<u><u>0</u></u>	<u><u>662</u></u>	

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2017

	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total 2017 £	2016 £
6 Analysis of Expenditure				
Raising Funds				
Offering envelopes	100	0	100	131
	<u>100</u>	<u>0</u>	<u>100</u>	<u>131</u>
Ministries and Mission Allocation	107,478	0	107,478	106,911
Presbytery Dues	6,182	0	6,182	5,922
Minister's Expenses	1,331	0	1,331	1,857
Ministerial Assistance	0	0	0	0
Pulpit Supply	3,840	0	3,840	1,790
Other salary costs	10,552	23,100	33,653	53,933
Fabric Repairs & Maintenance	17,602	0	17,602	31,713
Council Tax	1,599	0	1,599	2,727
Other building costs	29,820	0	29,820	32,002
Hospitality & Catering	5,193	0	5,193	7,252
Publicity & Advertising	149	0	149	1,086
Non-recurring gifts	1,024	0	1,024	481
Missionary Fund (third party) allocation	1,975	0	1,975	1,959
Other expenses	5,337	2,441	7,779	8,682
	<u>192,084</u>	<u>25,542</u>	<u>217,626</u>	<u>256,315</u>
Other costs				
Independent Examiner's Fee	1,800	0	1,800	2,000
Depreciation on digital organ	1,000	0	1,000	1,000
	<u>2,800</u>	<u>0</u>	<u>2,800</u>	<u>3,000</u>
Total	<u>194,984</u>	<u>25,542</u>	<u>220,526</u>	<u>259,446</u>
2016	<u><u>220,200</u></u>	<u><u>39,246</u></u>	<u><u>259,446</u></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.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2017

7 Staff costs and numbers	2017	2016
	£	£
Salaries and wages	33,426	53,065
Employer's National Insurance	49	706
Employer's occupational pension contributions	178	162
Total	<u>33,653</u>	<u>53,933</u>

The average number of employees during the year was as follows:

	2017	2016
Administration	0	1
Premises maintenance	1	1
Outreach functions	2	2

No employees had employee benefits in excess of £50,000.

In 2016 and 2017 Mr Ian Fyfe was employed on a part-time basis as Church Officer. Costs were paid from the General Fund.

In 2017 Mrs Stefanie Kraenzle was employed as part-time Church Cleaner. Costs were paid from the General Fund.

In 2016 and 2017 Ms Suzannah Molloy was employed on a full-time basis as 'International Outreach Worker'. Costs were paid from the Student Outreach Workers Fund.

In 2016 and 2017 Ms Sarah Muir was employed on a full-time basis as 'Student Outreach Worker'. Costs were paid from the Student Outreach Workers Fund.

All Church of Scotland congregations contribute to the National Stipend Fund which bears the costs of all ministers' stipends and employer's contributions for national insurance, pension and housing and loan fund.

2017, the minimum stipend was £26,644 and the maximum stipend in 5th and subsequent years of service was £32,743.

8 Trustee Remuneration and Related Party Transactions	2017	2016
	£	£
During the year 2017 expenses were incurred by Rev Jonathan de Groot in connection with pastoral activities.	1,331	1,857
During the year 2017 the Council Tax for the manse family was paid by the congregation.	1,599	2,727

Only out of pocket expenses were paid to all other Trustees in 2017.

During the year a total of £87,515 was donated to the congregation by trustees. No single donation exceeded £7,500.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2017

9 Tangible Fixed Assets

	Buildings (manse)	Digital Organ	Total
	£	£	£
Cost or valuation			
At 1 January 2017	460,000	10,000	470,000
Additions at cost	0	0	0
Revaluation	0	0	0
	<u>460,000</u>	<u>10,000</u>	<u>470,000</u>
Accumulated depreciation			
At 1 January 2017	0	9,000	9,000
Charge for year	0	1,000	1,000
Eliminated on Disposals	0	0	0
At 31 December 2017	<u>0</u>	<u>10,000</u>	<u>10,000</u>
Net Book Value			
At 31 December 2017	<u>460,000</u>	<u>0</u>	<u>460,000</u>
At 31 December 2016	<u>460,000</u>	<u>1,000</u>	<u>461,000</u>

As stated in the Accounting Policies, title to the church building is vested in the General Trustees of the Church of Scotland. The church building contains a pipe organ which is of historical interest and may have a value if the building were to be sold.

The manse was revalued on behalf of Glasgow Presbytery at £460,000 on 27/11/2011 by G A B Robins UK Ltd., and the valuation is reflected in the Net Book Value at year end.

10 Investments

There are no investment funds.

11 Debtors

	2017 £	2016 £
Gift Aid Tax Refund Due	6,066	7,685
Other debtors	545	0
	<u>6,611</u>	<u>7,685</u>

12 Creditors

	2017 £	2016 £
Accruals	24,559	21,536
	<u>24,559</u>	<u>21,536</u>

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2017

13 Analysis of Net Assets Among Funds

	General £	Designated £	Restricted £	Total £
Fixed Assets	0	460,000	0	460,000
Debtors	6,077	0	534	6,611
Bank and cash	79,015	20,000	53,642	152,657
Creditors	-24,559	0	0	-24,559
Net assets at 31 Dec 2017	<u>60,532</u>	<u>480,000</u>	<u>54,176</u>	<u>594,708</u>

14 Volunteers

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

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2017

15 Movements in Funds

	At 1 January 2017	Incoming Resources	Outgoing Resources	Transfers	At 31 Dec 2017
	£	£	£	£	£
Restricted funds					
Organ Fund	7,487	0	0	0	7,487
Book Fund	6,086	0	0	0	6,086
Summer Missions Fund	0	684	-684	0	0
Benevolent Fund	735	40	-171	0	603
Student Outreach Workers Fund	24,551	25,975	-24,686	14,160	40,000
	<u>38,859</u>	<u>26,699</u>	<u>-25,542</u>	<u>14,160</u>	<u>54,176</u>
Unrestricted funds					
General Fund	90,641	185,495	-186,073	-29,531	60,532
Designated Fabric Fund	10,000	2,540	-7,911	15,371	20,000
Designated Assets Fund	461,000	0	-1,000	0	460,000
	<u>561,641</u>	<u>188,035</u>	<u>-194,984</u>	<u>-14,160</u>	<u>540,532</u>
Total funds	<u>600,500</u>	<u>214,734</u>	<u>-220,526</u>	<u>0</u>	<u>594,708</u>

Purposes of Restricted Funds

Organ Fund: This fund is for Organ repairs or refurbishment that are not of a routine nature. (It refers only to the currently unused manual organ).

Book Fund: This fund is for the publishing of a book about the history of Sandyford Henderson Memorial Church, as yet unpublished.

Summer Missions Fund: This fund is for allocated gifts to members and friends of the congregation who, in the judgement of the Trustees, have made personal financial sacrifice in volunteering for Christian holiday missions, camps or outreach ventures during 2017.

Benevolent Fund: This fund is used for gifts to elderly, housebound or needy people at Christmas, and also for occasional discretionary gifts to needy individuals at other times. It is administered by the Minister and the Treasurer on a confidential basis.

Student Outreach Workers Fund: This fund is designated for the support of the Student Outreach Workers and their related activities.

Purposes of Unrestricted Funds

General Fund : This Fund is for the normal or routine costs of running the church. Where a surplus exists at the financial year end, the Trustees' policy is to distribute a proportion or all of the General Surplus to other designated or restricted funds as required.

Designated Fabric Fund: The Trustees set aside funds for the maintenance of the church property and the manse. This is for work which is not of a routine or annually recurring nature. Routine or annual repairs are normally met from the General Fund.

Designated Assets Fund: This fund reflects the Tangible Fixed Assets (see "Accounting Policies").

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2017

16 Collections for Third Parties

	2017 £	2016 £
Bethany Christian Trust, Connect to Community	7,175	0
OM International, Caroline White	7,175	0
Tearfund	814	2,148
SGM Lifewords	40	0
Scripture Union Scotland	35	0
Women's Christian Hospital Multan	0	8,114
The Lodging House Mission Glasgow	0	5,000
 <i>Designated personal gifts:</i>		
Women's Christian Hospital Multan, Nursing tuition sponsorships	0	1,250
Christchurch Arua, Uganda, Building Fund	0	6,250
Stephen & Louise Trelogan	0	625
Rev J de Groot, designated retiral gifts	2,400	0
Mr Ian Fyfe, designated retiral gifts	600	0
 <i>"Missionary Fund":</i>		
Interserve, Marian Morrison	4,468	4,000
OMF, David & Fiona Rickards	8,935	8,000
OMF, Sarah Melbourne	4,468	0
Friends International, Stephen Trelogan	4,468	0
Friends International, Douglas Humphris	894	800
OM International, Caroline White, Pakistan	894	800
Rutherford House	894	800
UCCF Scotland	894	800
Scripture Union Scotland	894	800
Scottish Bible Society	894	800
OMF, Robert and Janet Trelogan	0	8,000
OMF, Phil & Cath Steed	0	689
	45,937	48,876

These sums are not included in the church accounts.