

**Sandyford Henderson Memorial
Church of Scotland
Glasgow**

**Annual Accounts
for 2016**

ACCRUED (SORP COMPLIANT) ACCOUNTS

Congregation No: 161020

Charity No: SC002155

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report Year ended 31 December 2016

The Trustees present the annual report and accounts for Sandyford Henderson Memorial Church of Scotland, Glasgow for the year ended 31 December 2016.

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 , P. Billington, G. Chalmers, S. Cohen (until 30/06/2015), S. Copeland, 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, D. Rickards, P. Smith, D. Tosh, R. Trelogan and J. Wilson.

Congregational Board comprising : the elders and A Beveridge (from 15/03/2016), A. Billington, M. Bonham, R. Copeland, M. Coventry, C. Crow, F. Downs, M. Forbes, E. Gemmell, E. Glen, S. Innes, I. Kempself, G. Macintosh, E. Penman, N. Reid (until 13/06/2016), P. Smith, A Sprott and A. Strachan.

Principal Office-bearers

Minister:	Rev J. de Groot
Session Clerk:	Prof. N. Peacock
Clerk to the Board:	Mr. H. Laird
Church Treasurer:	Mr. G. Penman

Independent Examiner

William Vernal 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
G11 6TU

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report Year ended 31 December 2016

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.

Organisational Structure

The Congregational Board is chaired by the minister 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*.

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'. Our dependence on God for fruitful outcomes is indicated in the epigraph to each news bulletin issued at our Wednesday prayer meeting, which contains the words of Jesus to his disciples: 'apart from me you can do nothing' (John 15: 5).

Achievements and Performance

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. The Organist and a Praise Band, comprising around 10 instrumentalists and singers, who are accountable to the Minister, lead Sunday music, which combines traditional and modern. Children's addresses have been given by a few members and the minister. Morning and evening services were conducted by the Minister until August, after which evening services were led by elders, with participation from other members of the congregation, and preaching undertaken mainly by ministers from other churches. The congregation includes people from diverse backgrounds and all ages. Morning attendances have varied between 120 and 170; evening attendances have been between 55 and 90. Services are recorded and made available, via the web and CD, by an audio-visual team of some 10 people. When the organist demitted wef 31 August 2016, the musical aspect of worship was and is maintained by the Praise Band. While this arrangement can be administratively more demanding, the worship has generally been very much appreciated by the congregation.

Sunday School and Crèche

Around 20 children follow a planned Sunday School syllabus covering 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 (which has some 10 children of below Sunday School age) after a talk for small children, and an accompanying song. The upward numerical trajectory from a very low base in the Sunday School, which was seen

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report (cont.) Year ended 31 December 2016

as an achievement in the 2015 Report, has been sustained. The increase in numbers in the crèche too is encouraging.

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. Numbers here have remained stable at around 40-45. While the meeting has been supported largely by older members of the congregation, in recent meetings some younger people have attended. 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

The roll on 31st December 2016 has been attested as at 156 members: during the year, 7 new members were added, 6 of whom joined by profession of faith and one by transfer. Not included in the annual statistics are some 40 students and young people who have attended during the year. The demographic profile of the parish gleaned from the last census shows a very high proportion of young people. As anticipated in our previous Report, our membership has decreased: a number of our students, some of whom professed faith during the time they spent with us, have left Glasgow for employment; others have returned to their home countries; others have left to go to 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; others have demitted membership on account of the decisions taken at the General Assembly relating to human sexuality (in addition, quite a few people attending have been unwilling to commit to a national church which has departed from the clear Biblical teaching on this matter). We would anticipate that membership statistics will continue to be volatile, given the mobile nature of our parish constituency, but we would anticipate that the current base of around 150 would be maintained. This represents a realistic picture of church attendance. However, the loss through death in the last 2 years of some who had made a significant contribution emphasises the extent to which the business of the church has been 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 by individuals particularly the Church Officer, the Clerk to the Congregational Board, and Graham McIntosh; 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 have been in not inconsiderable difficulties. The challenge to commitment to the congregation 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 workers but to all within the fellowship.

The Church Website

Following the major rebuild last year 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.

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 are ongoing.

Staff Changes

The major change in 2016 has been the refilling of the posts of our two full-time student workers and the loss of our part-time administrator. The new student workers are Suzannah Molloy (who has returned on a fixed-term contract) and Sarah Muir, who has replaced Matty Guy. Whereas the posts of student worker and international student worker were discrete with different job specifications, the two posts have, as last year, been brought together to allow greater flexibility and team work, related to the constantly changing profile of the student community in the church. While there was appreciation of the work undertaken by the administrator, the Kirk Session decided not to recommend a replacement at this stage, the administrative duties being shared by members of the congregation.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report (cont.) Year ended 31 December 2016

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* (around 30, mainly international students, have attended, quite a few of whom attend other meetings in the church, including one of the Sunday services); the *Student Bible Studies* held on Thursday evenings with the opportunity for all to eat together beforehand; the *Tuesday Afternoon Fellowship* continues to attract some 25 people; the *Young Mums' Bible Studies*; *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 (this activity, facilitated by the use of a gazebo outside the church garden, has advertised the church to hundreds of people during the year and has resulted in quite a few attending services and activities); following the success of the *Commonwealth Games Café*, which attracted some 1000 visitors in 2014, the experiment in 2015 of running a summer café on Tuesday and Thursday afternoons during the Glasgow school holidays was continued; the current *Life Explored* course is attracting some 20 enquirers studying the fundamentals of the Christian faith; 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 comprise worship evenings, carol singing round the parish, ceilidhs, celebrations of festivals, e.g. Burns Night (an evening of Scottish food and culture), the Chinese New Year. The major innovations from 2015, which included: a Bible Study for enquirers at the Drop-In on Wednesday mornings and on Friday evenings for those attending the student café have been developed.

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, 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 2 residences in 2015 and the completion of another, 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 congregational lunches, which have helped to reinforce the hospitality extended in homes of members and friends.

Missionary Support

Sandyford had members on the mission field: in 2016 at the Women's Christian Hospital in Multan, Pakistan; in Central Thailand supporting church planting and extension; in Singapore, in the leadership of Overseas Missionary Fellowship. In addition, Sandyford has close contact with other missionaries in different parts of the world. Other supported works in 2016 include: Christian teaching in Pakistan; Rutherford House, an evangelical trust to promote biblical thinking and theology; UCCF for students; and Scripture Union Scotland; The Scottish Bible Society; Tearfund. The congregation, in addition to personal designated gifts, offered some £27,637 to such support during 2016. A special Christmas collection enabled the congregation to give a further £5,000 to the Glasgow Lodging House Mission towards its triple mission of providing beds for the homeless, food through the soup kitchen, and education; and £8,114 to the Women's Christian Hospital in Multan towards a solar energy project. 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 20 visitors, whose work has been directed by two coordinators, have maintained pastoral support. The pastoral team complement the encouragement and support offered by the minister and the elders in their regular visits to members.

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Trustees' Annual Report (cont.) Year ended 31 December 2016

Safeguarding

PVG: The church complies with the Church of Scotland policy regarding Safeguarding. However, the Safeguarding Co-ordinator, along with the Kirk Session and the Safeguarding Committee, are critically looking at ways in which the Church of Scotland recommendations might be more speedily implemented.

Health and safety

The Catering Manager, who worked in a professional capacity as catering manager for three years, revised our processes 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.

Following the demission of the Catering Manager, who was the part-time administrator and the organist of the church, a committee of three, all with appropriate certification and with considerable experience of catering for large groups, have taken over this remit.

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 sunken part of the church garden was treated with decking to remove a hazard and turn it into an extra area for use in outreach activities. New gates have been installed to improve security in the grounds. Screens have been installed inside the building to enable monitoring of the main entrance from inside and thus boost security.

Defective downpipes and gutters were identified and replaced. Whilst scaffolding was in place, the opportunity was taken to check the effectiveness of the structural work undertaken about 15 years ago. Further remedial work was undertaken inside the building where water ingress in previous years had caused severe spalling of plaster. The downstairs halls were redecorated. 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. Another audit was conducted by the Fire Safety Officer.

The facilities are cleaned weekly by the Church Officer and duty teams in his absence. The Kirk Session has recently authorised the appointment of a part-time cleaner. A work party is convened quarterly to address issues that cannot be dealt with in the weekly cleaning and minor fabric projects. The Church Officer is a member of the Fabric Committee and has sound technical skills that enable him to perform first line repairs and maintenance, with assistance from the other members of the Committee.

Conclusion

In 2016, despite the challenges mentioned above, the congregation has proved the goodness of God in the maintenance of biblical ministry, the continuing financial sustainability (albeit with support from a legacy), 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 three 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.

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Trustees' Annual Report (cont.) Year ended 31 December 2016

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.

The Voluntary Offerings income rose marginally in 2016 compared with 2015. In view of the drop in membership numbers on the previous year, this was seen as an encouragement in terms of greater commitment by the remaining membership. However there is continued concern that the profile of regular donations is weighted towards the older age categories. It was recognised by the Congregational Board that the congregation should be reminded of their responsibilities to support the work financially; this was briefly addressed in early 2017 at a morning service and in the Congregational magazine.

The congregation were also encouraged by a substantial legacy gift (see Notes 1 - Donations and Legacies) from the estate of our late member, Miss Margaret Davidson. This was a welcome boost to the activities of the congregation in the short term, but is recognised as an inadequate pattern for future congregational resourcing and growth.

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 2016.

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

The fabric expenditure in 2016 was £31,713; the whole fabric cost is allocated between routine upkeep costs from General Fund (£10,601), and unusual or unanticipated costs from Designated Fabric Fund (£21,112). Unusual costs included repairs to downpipes, gutters, fire doors and new security gates (£6,114); decorative refresh of sanctuary and halls (£7,865); computers for administration and outreach (£3,277); re-carpeting meeting rooms (£2,340); additional security monitors at doors (£960). This additional investment in fabric enhancements was managed by a small Fabric Committee to whom the congregation is deeply indebted.

In line with our continuing commitment to outreach outlined in 'Achievements and Performance', a transfer from the General Fund surplus was made to the 'Student Outreach Workers Fund' (£22,000) to ensure a secure base of continued funding of contract salaries to the completion of the contract periods in 2017.

In view of the lower donations to the third party 'Missionary Fund' in 2015, and the general surplus available at year end, it was resolved to enhance the Missionary Fund total from the General Fund by £1,959. This decision is consistent with our previously agreed annually reviewable policy of disbursement of annual surplus.

While regular donations have not been as encouraging as hoped, the overall picture is one of substantial support of the work undertaken in 2016 and that planned for the future. The Board recognises the continuing generosity of individuals without whose support much of the work of the congregation would have to be curtailed or inhibited.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report (cont.) Year ended 31 December 2016

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 following an inspection by City Council officials. Continual monitoring of fire and other safety hazards is undertaken by competent office bearers and also by the Church Officer; cleaning and general housekeeping functions are part of a rolling programme by the Church Officer and an ad hoc team in his absence. 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 who have been good service in recent years.
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 sudden loss of personnel for key roles (e.g. Treasurer, Fabric Convenor). Transition planning therefore continues to be a matter that exercises the Trustees.
5. In the event of a sudden drop in income the necessity of staff roles such as Church Officer and Administrator would have to be seen in the wider context of reorganisation of the church. Sufficient surplus is available in unrestricted funds to accommodate a reasonable notice period for existing permanent staff. The student outreach worker staff are wholly paid from restricted funds for a limited contract period, and contract 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.

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. This was effected by a transfer from the General Fund surplus (£25,812) leaving a prudent working surplus of £10,000 in this fund.

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 surplus 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 2016. This practice is reviewable annually.

There is an approved policy of supporting the third party Missionary Fund from the General Fund where appropriate. In order to keep general levels of support of individual missionaries close to 2015 figures, it was resolved by the Congregational Board to transfer £1,959 to the Missionary Fund from General Fund. This appears as a general expenditure figure in the Notes section (see Note 6 – Analysis of Expenditure: Charitable Activities).

The legacy donation mentioned above substantially improved the General Fund surplus in 2016. The Trustees did not regard the income from the legacy sufficient to support a separately managed legacy fund. While this may have generated a small income stream for subsequent years, it was determined in view of the current economic climate for investments of this magnitude that the available funds simply be used as working surplus on the General Fund.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Trustees' Annual Report (cont.) Year ended 31 December 2016

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 Jonathan de Groot
Minister

Noël A Peacock
Session Clerk

W Harold Laird
Clerk to the Congregational Board

Date: 7th March 2017

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 2016

I report on the financial statements of the charity for the year ended 31 December 2016 which are set out on pages 10 to 20.

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
Suite 525, Baltic Chambers
50 Wellington Street
Glasgow
G2 6HJ

Dated:

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Statement of Financial Activities and Income and Expenditure Account

Year ended 31 December 2016

	<u>Note</u>	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total 2016 £	Total 2015 £
Income and endowments from:					
Donations and legacies	1	334,929	29,320	364,249	238,416
Charitable activities	2	1,250	0	1,250	2,225
Other trading activities	3	0	0	0	0
Investments	4	0	0	0	0
Other	5	662	0	662	678
Total income		<u>336,841</u>	<u>29,320</u>	<u>366,161</u>	<u>241,319</u>
Expenditure on:					
Raising funds	6	131	0	131	132
Charitable activities		217,069	39,246	256,315	257,618
Other costs		3,000	0	3,000	2,560
Total expenditure		<u>220,200</u>	<u>39,246</u>	<u>259,446</u>	<u>260,310</u>
Net outgoing/incoming resources before gains and losses on investments		116,641	-9,926	106,715	-18,991
Net gains and losses on investments		0	0	0	0
Net income/(expenditure)		<u>116,641</u>	<u>-9,926</u>	<u>106,715</u>	<u>-18,991</u>
Transfers between funds		-22,000	22,000	0	0
Net movement in funds		<u>94,641</u>	<u>12,074</u>	<u>106,715</u>	<u>-18,991</u>
Total funds brought forward		467,000	26,785	493,785	512,776
<u>Total funds carried forward</u>		<u><u>561,641</u></u>	<u><u>38,859</u></u>	<u><u>600,500</u></u>	<u><u>493,785</u></u>

The notes on pages 14 to 20 form part of these accounts.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Balance Sheet

At 31 December 2016

	<u>Note</u>	2016		2015	
		£	£	£	£
Fixed Assets					
Tangible Fixed assets	9		461,000		462,000
Investments	10		0		0
			<u>461,000</u>		<u>462,000</u>
Current Assets					
Debtors	11	7,685		13,505	
Bank and cash		<u>153,351</u>		<u>45,323</u>	
Total Current Assets		161,036		58,828	
Liabilities					
Creditors falling due within one year	12	<u>21,536</u>		<u>27,043</u>	
Net Current Assets			139,500		31,785
			<u>600,500</u>		<u>493,785</u>
Net Assets					
The funds of the charity					
Endowment Funds	15	0		0	
Restricted income funds		38,859		26,785	
Unrestricted income funds		<u>561,641</u>		<u>467,000</u>	
		600,500		493,785	
Total charity funds	15		<u>600,500</u>		<u>493,785</u>

The notes on pages 14 to 20 form part of these accounts.

The accounts were approved by the Kirk Session and Congregational Board on 7 March 2017.

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 2016

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 2016

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 2016

	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total 2016 £	2015 £
1 Donations and Legacies				
Offerings	126,172	9,628	135,800	134,026
Tax recovered on Gift Aid	32,927	5,677	38,604	43,634
Legacies	151,542	0	151,542	0
Value of donated goods	0	0	0	0
Other	24,288	14,015	38,303	60,756
	<u>334,929</u>	<u>29,320</u>	<u>364,249</u>	<u>238,416</u>
2015	<u>221,966</u>	<u>16,450</u>	<u>238,416</u>	
2 Income from charitable activities				
Weddings and Funerals	500	0	500	838
Use of Premises	750	0	750	970
Income from organisations	0	0	0	418
	<u>1,250</u>	<u>0</u>	<u>1,250</u>	<u>2,225</u>
2015	<u>2,225</u>	<u>0</u>	<u>2,225</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>
2015	<u>0</u>	<u>0</u>	<u>0</u>	
4 Investment income				
Bank interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
2015	<u>0</u>	<u>0</u>	<u>0</u>	
5 Other income				
Consolidated Stipend Fund	<u>662</u>	<u>0</u>	<u>662</u>	<u>678</u>
	<u>662</u>	<u>0</u>	<u>662</u>	<u>678</u>
2015	<u>678</u>	<u>0</u>	<u>678</u>	

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2016

	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total 2016 £	2015 £
6 Analysis of Expenditure				
Raising Funds				
Offering envelopes	131	0	131	132
	<u>131</u>	<u>0</u>	<u>131</u>	<u>132</u>
Charitable Activities				
Ministries and Mission Allocation	106,911	0	106,911	106,334
Presbytery Dues	5,922	0	5,922	6,076
Minister's Expenses	1,857	0	1,857	1,615
Ministerial Assistance	0	0	0	0
Pulpit Supply	1,790	0	1,790	765
Other salary costs	16,367	37,566	53,933	52,729
Fabric Repairs & Maintenance	31,713	0	31,713	28,444
Council Tax	2,727	0	2,727	2,803
Other building costs	32,002	0	32,002	32,044
Hospitality & Catering	7,252	0	7,252	9,928
Publicity & Advertising	1,086	0	1,086	1,173
Non-recurring gifts	481	0	481	1,255
Missionary Fund (third party) allocation	1,959	0	1,959	5,000
Other expenses	7,002	1,680	8,682	9,453
	<u>217,069</u>	<u>39,246</u>	<u>256,315</u>	<u>257,618</u>
Other costs				
Independent Examiner's Fee	2,000	0	2,000	1,560
Depreciation on digital organ	1,000	0	1,000	1,000
	<u>3,000</u>	<u>0</u>	<u>3,000</u>	<u>2,560</u>
Total	<u>220,200</u>	<u>39,246</u>	<u>259,446</u>	<u>260,310</u>
2015	<u>220,384</u>	<u>39,926</u>	<u>260,310</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 2016

7 Staff costs and numbers	2016	2015
	£	£
Salaries and wages	53,065	51,409
Employer's National Insurance	706	1,320
Employer's occupational pension contributions	162	0
Total	53,933	52,729

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

	2016	2015
Administration	1	1
Premises maintenance	1	1
Outreach functions	2	2

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

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

In 2016 Mr David Meek was employed on a part-time basis as Church Administrator. Costs were paid from the General Fund. Mr Meek's contract finished in August 2016. No reappointment was made to this post.

In 2016 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 Mr Matty Guy was employed on a full-time basis as 'Student Worker'. He completed his contract in August 2016. Costs were paid from the Student Worker Fund.

In 2016 Ms Sarah Muir was engaged on a full-time basis as 'Student Outreach Worker' (15/8/16). 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.

Ministers' stipends are paid in accordance with the National Stipend scale, which is related to years of service. For 2016, the minimum stipend was £26,380 and the maximum stipend in 5th and subsequent years of service was £32,419.

8 Trustee Remuneration and Related Party Transactions

	2016	2015
	£	£
During the year 2016 expenses were incurred by Rev Jonathan de Groot in connection with pastoral activities.	1,857	1,615
During the year 2015 Rev Jonathan de Groot was paid a Disturbance Allowance on confirmation of costs associated with the move to this charge.	0	512
During 2015 a designated personal gift was made to Rev J de Groot to offset personal costs of hospitality in the manse.	0	1,250

Only out of pocket expenses were paid to all other Trustees in 2016.

During the year a total of £71,298 was donated to the congregation by trustees. No single donation exceeded £7,000.

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2016

9 Tangible Fixed Assets

	Buildings (manse) £	Digital Organ £	Total £
Cost or valuation			
At 1 January 2016	460,000	10,000	470,000
Additions at cost	0	0	0
Revaluation	0	0	0
At 31 December 2016	<u>460,000</u>	<u>10,000</u>	<u>470,000</u>
Accumulated depreciation			
At 1 January 2016	0	8,000	8,000
Charge for year	0	1,000	1,000
Eliminated on Disposals	0	0	0
At 31 December 2016	<u>0</u>	<u>9,000</u>	<u>9,000</u>
Net Book Value			
At 31 December 2016	<u>460,000</u>	<u>1,000</u>	<u>461,000</u>
At 31 December 2015	<u>460,000</u>	<u>2,000</u>	<u>462,000</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

	2016 £	2015 £
Gift Aid Tax Refund Due	<u>7,685</u>	<u>13,505</u>
	<u>7,685</u>	<u>13,505</u>

12 Creditors

	2016 £	2015 £
Accruals	<u>21,536</u>	<u>27,043</u>
	<u>21,536</u>	<u>27,043</u>

SANDYFORD HENDERSON MEMORIAL CHURCH OF SCOTLAND GLASGOW

Notes forming part of the financial statements

for the year ended 31 December 2016

13 Analysis of Net Assets Among Funds

	General	Designated	Restricted	Total
	£	£	£	£
Fixed Assets	0	461,000	0	461,000
Debtors	6,901	0	784	7,685
Bank and cash	105,276	10,000	38,075	153,351
Creditors	-21,536	0	0	-21,536
Net assets at 31 Dec 2016	<u>90,641</u>	<u>471,000</u>	<u>38,859</u>	<u>600,500</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 2016

15 Movements in Funds

	At 1 January 2016	Incoming Resources	Outgoing Resources	Transfers	At 31 Dec 2016
	£	£	£	£	£
Restricted funds					
Organ Fund	7,487	0	0	0	7,487
Book Fund	6,086	0	0	0	6,086
Summer Missions Fund	137	1,298	-1,435	0	0
Benevolent Fund	941	40	-246	0	735
Student Outreach Workers Fund	12,134	27,982	-37,565	22,000	24,551
	<u>26,785</u>	<u>29,320</u>	<u>-39,246</u>	<u>22,000</u>	<u>38,859</u>
Unrestricted funds					
General Fund	0	336,541	-198,088	-47,812	90,641
Designated Fabric Fund	5,000	300	-21,112	25,812	10,000
Designated Assets Fund	462,000	0	-1,000	0	461,000
	<u>467,000</u>	<u>336,841</u>	<u>-220,200</u>	<u>-22,000</u>	<u>561,641</u>
Total funds	<u>493,785</u>	<u>366,161</u>	<u>-259,446</u>	<u>0</u>	<u>600,500</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 2016.

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 2016

16 Collections for Third Parties

	2016 £	2015 £
Tearfund	2,148	1,244
The Lodging House Mission Glasgow	5,000	0
Women's Christian Hospital Multan	8,114	0
Glasgow City Mission	0	7,540
Barnabas Trust : Syria - Middle East Fund	0	7,540
Bethany Trust (St Vincent Baroque Concert)	0	180
 <i>Designated personal gifts:</i>		
Women's Christian Hospital Multan, Nursing tuition sponsorships	1,250	0
Christchurch Arua, Uganda, Building Fund	6,250	3,530
Stephen & Louise Trelogan	625	0
(Florence) Xinlu Dai	0	3,625
Rev J de Groot, designated personal gift	0	1,250
Ms Sarah Melbourne	0	125
Friends International, fees for "Reach" programme support	0	425
 <i>"Missionary Fund":</i>		
Interserve, Marian Morrison	4,000	3,756
OMF, Robert and Janet Trelogan	8,000	7,514
OMF, David & Fiona Rickards	8,000	7,514
Friends International, Douglas Humphris	800	751
OMF, Phil & Cath Steed	689	1,501
OM International, Caroline White, Pakistan	800	751
Friends International, (Florence) Xinlu Dai	0	3,756
Rutherford House	800	751
UCCF Scotland	800	751
Scripture Union Scotland	800	751
Scottish Bible Society	800	751
	<u>48,876</u>	<u>54,004</u>

These sums are not included in the church accounts.