

# **Stamperland Parish Church of Scotland, Clarkston**



# **ANNUAL REPORT 2016**

**Congregation No: 160885**

**Charity No: SC003155**

## Reference and Administrative Information

Charity Name: Stamperland Parish Church of Scotland, Clarkston  
Charity Registration Number: SC003155  
Congregation Reference No: 160885  
Contact Address: Mrs Kay Bolton  
3 Paidmyre Crescent  
Newton Mearns  
Glasgow  
G77 5AQ

### Trustees

#### Elders

William Anderson (Retired 8/6/16)  
Mrs Catherine Baird  
Miss Janet Barr  
Mrs Kay Bolton  
Norman Bolton  
Connell Cranston  
Mrs Jane Curror  
John Curror  
George Finlayson  
Mrs Agnes Fisher  
Alastair Graham  
Mrs Evelyn Graham

Rev Gray Fletcher  
Mrs Janet Herriot  
Ronald Kirkwood (Appointed  
26/10/16)  
Mrs Patricia McIlraith  
Mrs Sheila McIntosh (Retired 10/4/16)  
Mrs Anne MacKenzie  
Fraser Mackintosh  
David McKee  
Mrs Rachel McNiven  
James Mathieson  
Mrs Edith Moseley

Mrs Margo Neilson  
Mrs Marie Owens  
Steven Owens  
William Paterson  
Gordon Robertson (Retired 28/6/16)  
Raymond Russell  
Scott Russell  
Miss Grace Scott  
Mrs Sheena Skelton  
Miss Janet Stewart  
Miss Jess Thomson (Retired 14/8/16)  
Keith Walton

#### Members of Congregation

Roy Allan  
Derrick Brown  
Mrs Jean Cranston  
George Fairweather

Alan Henderson  
Mrs Alison Macfarlane  
Fraser Neilson  
Miss Elizabeth Robb

Mrs Jackie Silcock  
Norman Walker  
Mrs Margot Young

### Principal Office-bearers

Interim Moderator: Rev Gray Fletcher  
Session Clerk: Mr Norman Bolton  
Church Treasurer: Mrs Kay Bolton

#### Independent Examiner

Alexander Johnston, CA  
9 Williamwood Park  
Netherlee  
Glasgow  
G44 3TD

#### Bankers

Royal Bank of Scotland  
Giffnock (B) Branch  
158 A Fenwick Road  
Giffnock  
Glasgow  
G46 6XB

# Trustees' Annual Report Year ended 31<sup>st</sup> December 2016

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing Document

Stamperland Parish Church of Scotland, Clarkston is administered in accordance with the terms of the Unitary Constitution.

### Recruitment and Appointment of Trustees

Under the Unitary Constitution all elders are charity trustees. Elders are chosen from those members of the church who are considered to have the appropriate gifts, skills and commitments to undertake, along with the minister, responsibility for the life of the congregation in all its aspects including worship, mission and service to the wider community. The minister is elected by the congregation and inducted by Presbytery and is automatically a trustee. When there is no minister Presbytery appoint an Interim Moderator; the Interim Moderator is automatically a trustee.

Additional trustees are appointed from within the congregation and members of the congregation are invited to nominate individuals who have the skills and commitment to contribute to the management of the Church, particularly in relation to the maintenance and development of the fabric of the church buildings and to the financial affairs of the church. These additional trustees may be elected and appointed at the Stated Annual Meeting of the Congregation or co-opted to serve as trustees.

### Organisational Structure

Kirk Session meetings attended by all trustees are held approximately ten times a year. Moderated by the minister or interim moderator, these meetings provide the forum for decision making. Attendance is open to all members of the church and all members may contribute to debates. However, only elders and additional trustees have decision-making authority.

Within the Kirk Session there are nine permanent committees each with specific remits to inform, oversee and manage the work of the church. In addition there are trustees who have responsibility for overseeing Health & Safety (H&S), protection of vulnerable groups (PVG) and food hygiene. A chart showing the organisational structure is presented on page 7.

## 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. It co-operates with other Churches in various ecumenical bodies in Scotland and beyond.

In Stamperland Parish Church, Sunday Worship, to which anyone has access, takes place every Sunday morning. The sacrament of Holy Communion is celebrated four times a year. The church is open on a Wednesday morning offering a period of quiet reflection and contemplation. Additional services take place at significant times, for example, Easter and Christmas.

Christian Education for youth takes place on Sunday mornings with the BB Bible Class and Sunday School departments catering for those aged between three and 18 years. For adults, there is a House Group which meets fortnightly for Bible study. The Locum Minister's provision of teaching and discussion material as well as church membership instruction classes provides a means for the Christian education of adults. The Guild meets every Tuesday evening from October to March and offers a varied and highly enjoyable programme of speakers, music and crafts, tea and fellowship. The Guild is open to all people.

### VISION AND MISSION STATEMENT

To bring God's message.  
To be the focus of people's lives.  
To be seen as something people want to be a part of.  
To reach out to people, supporting them, showing care, compassion, love and fun.  
Our Church should be a joy to belong to, a meaningful part of the community.  
Our Church should move with the times and always be relevant ... both here and in the wider world.

The church seeks to support and minister to all people within the parish and beyond and we therefore seek to engage with people in a variety of ways. Over the past six or seven years we have made the church premises available for the “Heart for Art” project which uses creative art to provide therapy for people with dementia, enhancing their feelings of self worth and achievement. Classes are held on Friday afternoons. In relation to interaction with youth, our Locum Minister serves as a chaplain to Netherlee Primary School and the school is welcomed into the church for Christmas, Easter and end-of-term services.

The church supports Youth Organisations including The Boys’ Brigade, The Scouts and The Guides which, together, provide a wide range of activities enjoyed by just under 200 children each week. Membership of The Scouts and The Guides is open to all young people regardless of their religious beliefs.

The church and associated organisations arrange a variety of social and fund-raising activities; these include Spring and Christmas Fairs, concerts, quizzes and a range of social events, all of which are open to the general public. Occasional events are specifically targeted to encourage families with young children to attend.

Hall accommodation is provided for a range of community activities and occasional meetings of local community groups. The halls are used by organisations including Baby Sensory, which provides sensory development activities for babies and parents, Sounds International, an adult choir and EROS Musical Society, an amateur dramatics society based in Clarkston

The safety and security of all people attending and using the church and associated halls is of great importance. The church has a co-ordinator for the Protection of Vulnerable Groups (PVG) and all adults who have contact with children and young people in the Youth Organisations have clearance through Disclosure Scotland. CCTV recordings are made of people entering and leaving the halls. Health and Safety is an agenda item at all meetings of the Kirk Session and safety procedures are regularly reviewed. PVG is an agenda item at all regular meetings of the Kirk Session.

Members of the church are active within the local community and are involved with community councils, neighbourhood watch schemes, health boards, etc..

Members are also active in supporting various charities and organisations both by giving of their time and through financial donations. There is direct involvement with charities such as Christian Aid, with homes for the elderly including, specifically, Williamwood House and Eastwoodhill Eventide Home, and with organisations such as The Lodging House Mission. Members of the church lead the service at Mearnskirik Hospital on a regular basis and the Locum Minister conducts a monthly service at Clarkston Care Home.

As a parish church there is a desire to support those in the parish in times of stress and the church is always there to offer various types of support to those living in the parish. Often the need for support and its nature is confidential but an obvious example is support at a time of bereavement.

## **ACHIEVEMENTS AND PERFORMANCE**

At the end of March 2014 Stamperland Parish Church became vacant and since then Rev Gray Fletcher has been Interim Moderator with Rev John Drummond acting as Locum Minister.

The year 2016 ended with 326 members on the Congregational Roll. Four new members joined the church – two by certificate and two by “resolution of the Kirk Session”. Four members died and 16 were removed from the Roll by “resolution of the Kirk Session”. The number of young people on the rolls of Stepping Stones and Quest was 12, a reduction of ten from the previous year and reflects a trend affecting many churches. The number of young people attending the uniformed organisations each week was over 180, a similar number to the previous year. The increase in popularity of the Scouts (Explorers, Scouts, Cubs and Beavers) over the last four years continues, with 64 boys and a waiting list of over 20. The number of girls attending the Guides (Guides, Brownies and Rainbows) increased to 71. There is a total of 48 boys in the BB, 27 of whom are members of the Company section. In recent years the largest reduction in numbers has been in boys attending the Junior Section and efforts are being directed to encourage new recruits. All organisations would welcome additional adult leaders.

Holy Week services were well attended as was the early morning Dawn Easter Day Service in Linn Park which was, this year, attended by members from Netherlee Parish Church. These services were led by elders as was the Pyjama Service, held early in the evening of Christmas Eve and aimed at children and families.

During the year, the locum minister conducted three baptisms, no weddings and ten funerals. Support for bereaved families is demonstrated in a number of ways including through the “Flower Ministry” in which the flowers on display in the church sanctuary at the Sunday morning service are distributed to people within the congregation or parish as a token of remembrance or thanks. Additionally, the church maintains a Book of Remembrance recording the names of deceased persons who have a link with the church and parish. The Book of Remembrance is on public display.

Through a variety of initiatives the church strives to maintain its reputation and promote its profile within the parish. Increasingly, the church’s presence on the internet, including Facebook, is leading to a range of different types of contact. Wireless internet connection is available within the church hall accommodation.

The numbers attending “Sunday Break” at the close of morning worship are steady at around 25 to 30.

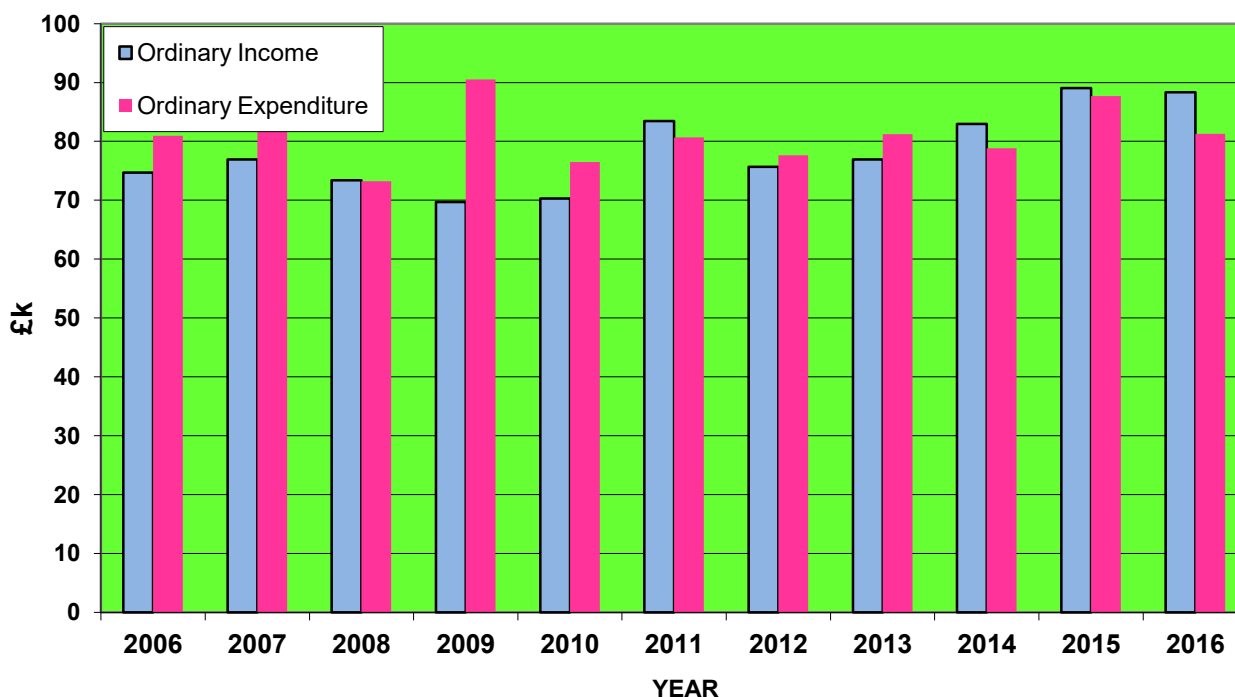
As well as supporting charitable activities within the church and parish, £1,696 was raised through Special Collections and Fund Raising Events for the specific causes or charities. Details of amounts raised are summarised in Note 8 on page 13. The £600 donation to the “Build a House” appeal relates to the project in Nepal which is building earthquake-resistant homes in the Dhading region of Nepal and supplemented the donation of £953 made in December 2015.

In addition to purely financial donations, a large quantity of tins and packets of food donated at the Harvest Thanksgiving service was taken to the Lodging House Mission. Earlier in the year a large number of backpacks filled with educational materials, clothes and toiletries were collected and donated to Mary’s Meals Backpack Project. The church is also continuing its support for the East Renfrewshire Food Bank in Barrhead.

## FINANCIAL REVIEW

In common with most churches, our membership has been in decline for the last 50 years. From a peak membership of 1030 in 1959 the current membership of 326 is the lowest figure recorded since the establishment of the church in 1940. Over the last ten years membership has reduced from 429 – a reduction of about one quarter. With reductions in membership, the financial support of the church falls on an ever smaller number of members and, in particular, the members who are actively involved in the life and work of the church. During the past ten years there have been occasions where our expenditure has exceeded our ordinary income (defined by the Church of Scotland as total income minus legacies and bank interest). Over the last few

### INCOME & EXPENDITURE - THOUSANDS OF POUNDS



years we have been developing a stewardship culture in which we have been encouraging members to regularly review and increase their offerings while, at the same time, ensuring close control of expenditure. In the last three years we have managed to ensure we have ended our financial year with a surplus of ordinary income over expenditure.

### Analysis of Income

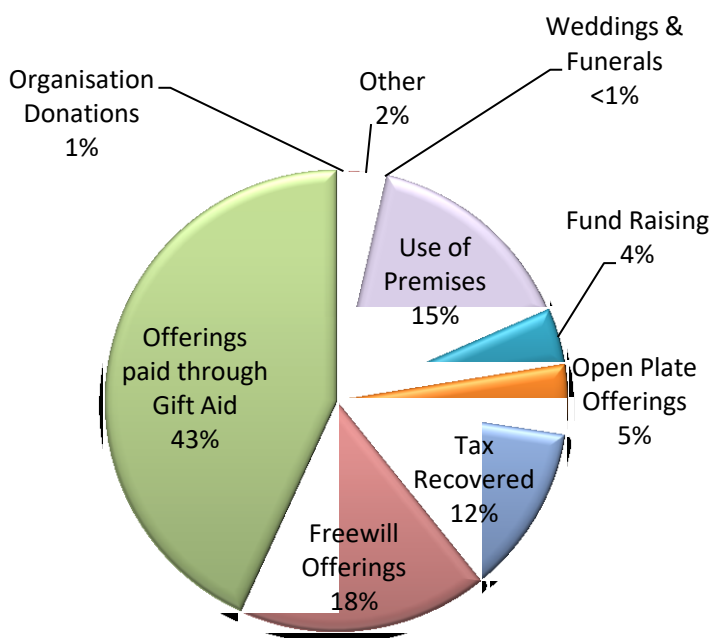
The chart on the right shows a breakdown of the principal sources of income in 2016.

Offerings paid through Gift Aid along with the tax recovered contributed (55%) of the regular, "ordinary income". These offerings represent the single most important source of income. Freewill offerings and open plate together accounted for 23% of ordinary income. In 2016 offerings were essentially unchanged from the previous year and this illustrates the commitment of many of the members to the support of their church.

Income from the use of premises by third parties was £13,208. This was a 40 per cent increase on the previous year's income and provided fifteen per cent of ordinary income. Some of the increase came from organisations which could not access accommodation

at Netheerlee Parish Church as a result of major building work during the autumn months and is unlikely to be repeated in 2017. Baby Sensory, an organisation which provides sensory development activities for babies from birth to three years of age, use the large hall every Monday and represent the largest single organisation renting hall accommodation. Sounds International use the hall on Tuesday evenings and EROS Musical Society have been using the large hall on Wednesday evenings. A variety of keep-fit classes take place during the week and there have been hires by various community and local groups for events ranging from art exhibitions to children's parties. There are frequent enquiries from a wide range of organisations seeking to hire accommodation on weekday evenings. However, our halls are already fully used by the youth organisations every evening.

### Sources of Income in 2016



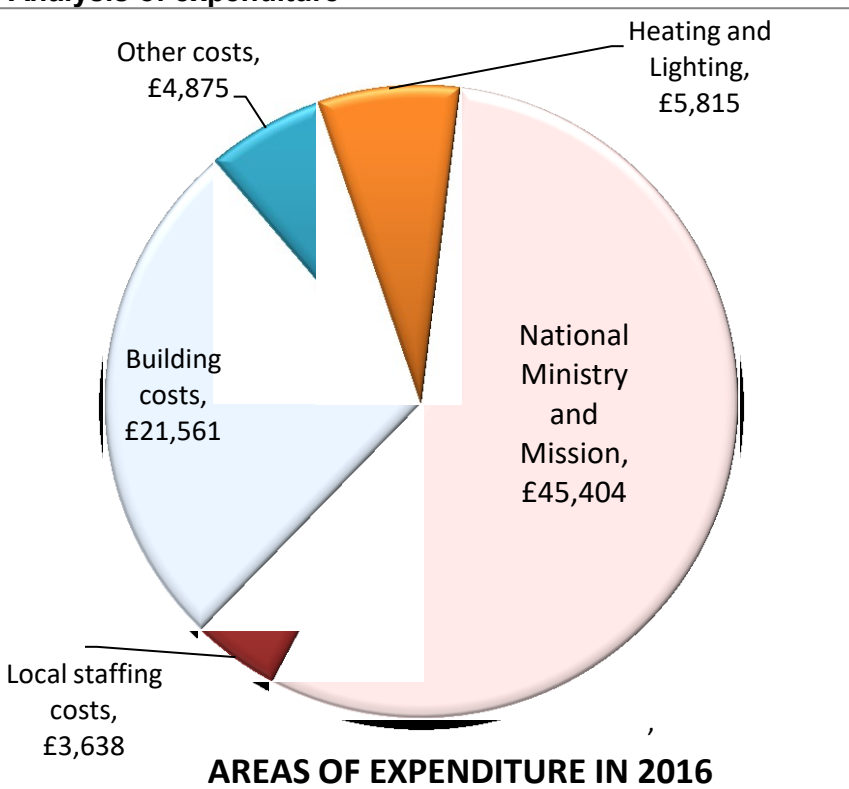
### Analysis of expenditure

The chart on the left illustrates the major categories of expenditure in 2016.

Our greatest expense is the contribution of £45,404 to the National Ministry and Mission Fund. This amount includes our contribution to the stipends of Church of Scotland ministers and locum ministers, to Glasgow Presbytery and to the wider work of the Church of Scotland. We have no control over our allocation and expenditure on this one item alone represented well over half (57%) of our expenditure.

In 2016, expenditure associated with the buildings, which include insurance, cleaning of the church and halls as well as fabric repair and maintenance was £21,561.

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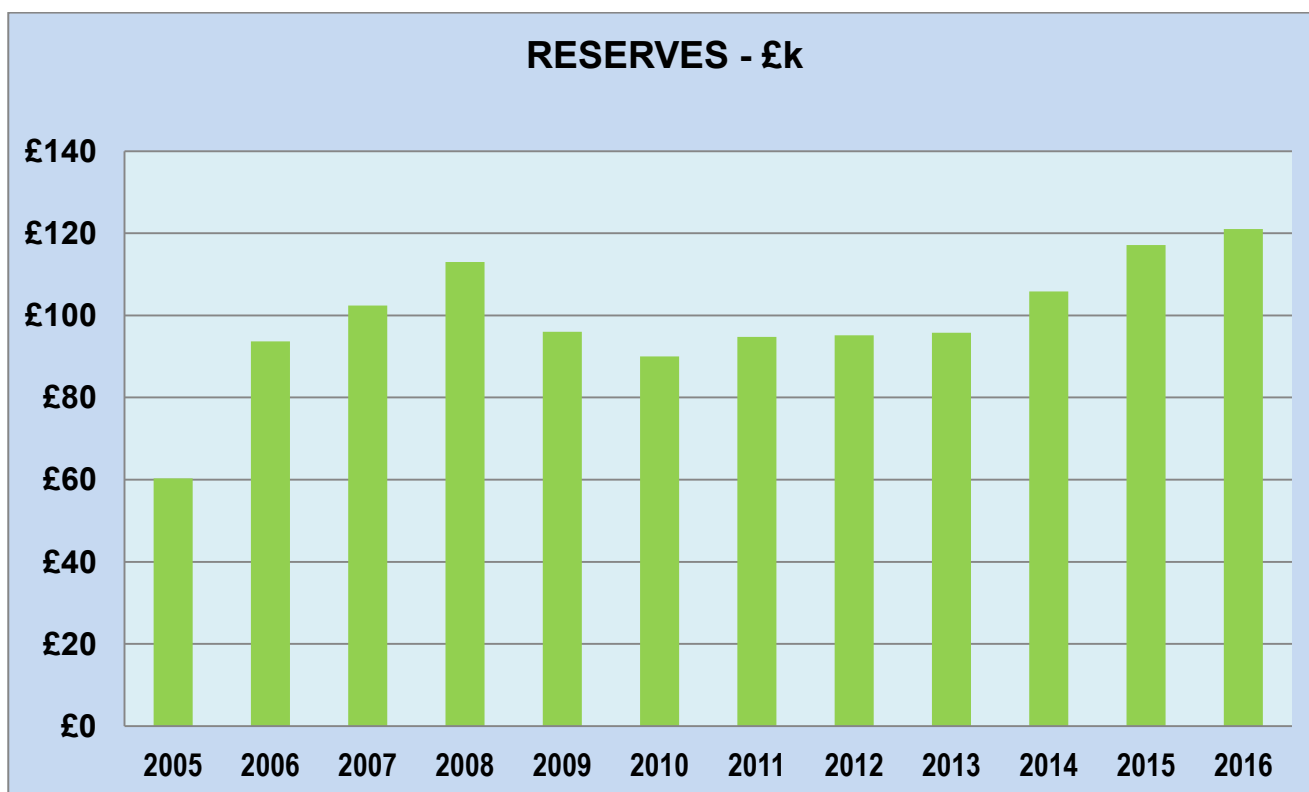
builder and member of the congregation, had developed a number of faults and was becoming unreliable. Significant work is required to refurbish it and sources of third party funding to supplement congregational funding of the restoration are being investigated. Other than the purchase of the digital organ, expenditure on fabric maintenance was minimal.

The cost for heating and lighting the church and halls during the year was £5815, a similar amount to the previous year.

### Reserves Policy

It has been the Trustees’ policy to have a reserve in the General Fund of about two month’s normal expenditure and, in addition, to have sufficient funds in the Fabric Fund to enable essential repairs to be undertaken and to facilitate the purchase of major capital items such as duplicators, amplifiers, computers, etc. should they become unserviceable and require to be replaced.

The church has been fortunate in receiving a number of legacies. Some of the money from these legacies has been used to cover the deficit between the normal, regular income and the normal, regular expenditure and to enable significant upgrading work to be undertaken.



At the end of 2016 the total bank and cash balances stood at £121,353. The General Fund balance was £10,630. The balance in the Fabric Fund was £109,000. The Copper Fund had a balance of £465. The balance in the Kean Bequest (a restricted fund specified to be used for the purpose of Elder Training) was £1258. The value of the investment in the Church of Scotland Investor’s Trust Growth Fund at 31<sup>st</sup> December 2016 was £4,023.

It has been the Trustees’ policy to maintain a Roof Contingency Fund within the Fabric Fund to meet the cost of renewing the waterproof covering on the flat roof of the main church building. The existing roofing material was replaced over 25 years ago and was guaranteed for only a ten year lifespan. It is anticipated that the cost of replacing the roof could be well in excess of £50,000 and the Trustees have increased the previous year’s allocation to £53,000.

The renewal of the lighting within the church sanctuary continues to be an issue. Only a few of the fluorescent tubes now operate and replacement units are no longer available. The installation of alternative fittings, initially planned for 2010, was for almost six years frustrated by delays in having a proposed design scheme approved by the Church of Scotland Church Art and Architecture Committee (CARTA). Permission was recently given to replace the fluorescent tubes with LED tubes – contingent on the outcome of a trial installation of an appropriate replacement tube in one of the existing fittings. There is also a need to modernise the stage lighting in the church hall but this has been put on hold pending a review of actual requirements. The costs associated with the lighting improvements will be met from the reserves in the General Fabric Fund.

During much of the vacancy the manse has been let to a tenant. Rental income, minus expenses, is paid directly to the General Trustees in Edinburgh. At 31<sup>st</sup> December 2016, the funds held by General Trustees on our behalf amounted to £11,164. In advance of a new minister occupying the manse a significant amount of refurbishment work will be required. The most expensive single item will be the upgrading of the bathroom. It is anticipated that much of the costs of the improvement work will be met by rental funds held by the General Trustees with the balance being met from reserves in the General Fabric Fund.

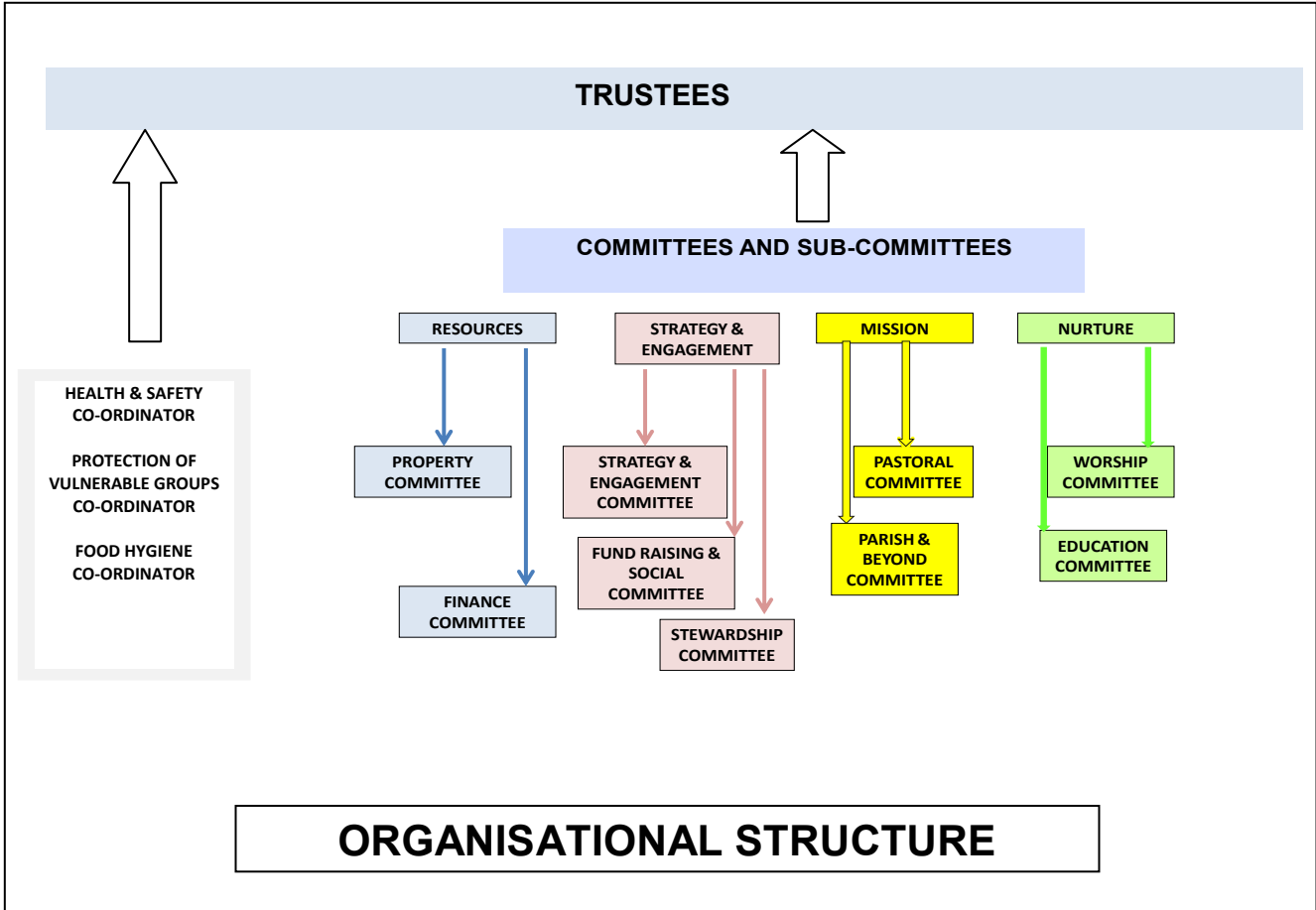
### Statement of Trustees' Responsibilities

The Trustees must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Church during the financial year. The Trustees are responsible for keeping proper accounting records which, on request, must reflect the financial position of the Church at that time. This must be done to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Regulations For Congregational Finance approved by the General Assembly of the Church of Scotland in 2016. They are also responsible for safeguarding the assets of the Church and must take reasonable steps for the prevention and/or detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf,

A Norman Bolton  
Session Clerk

Date 29<sup>th</sup> January 2017





# Stamperland Parish Church of Scotland, Clarkston SC003155

## Independent Examiner's Report to the Trustees of Stamperland Parish Church of Scotland, Clarkston

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2016 which are set out on pages 9 to 13.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Alexander Johnston  
Chartered Accountant

9 Williamwood Park  
Netherlee  
Glasgow  
G44 3TD

Date 12<sup>th</sup> February 2017