

**Edinburgh: Portobello and Joppa Parish Church  
(Church of Scotland)**

**The Trustees' Annual Report and Accounts  
for the Year Ended 31 December 2024**

**Church of Scotland Congregation Reference Number: 010103  
Scottish Charity Reference Number: SC011728**

## **Edinburgh: Portobello and Joppa Parish Church Trustees' Annual Report Year Ended 31 December 2024**

The trustees present their annual report and financial statements of the charity for the year ended 31 December 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

### **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 in Scotland through a territorial ministry. The Church of Scotland cooperates with other churches in various ecumenical bodies in Scotland and beyond.

Edinburgh: Portobello and Joppa Parish Church has, like so many charities and other organisations, continued to adapt to the continual changes that are a part of contemporary life. Events have forced us to continue in our efforts to speak to an ever changing world and thus we have experimented with initiatives and reflected on our faith.

Below are presented a number of headings corresponding to those of the teams which play such a vital part in the life of the church.

**Conveners:** A number of conveners help to steer the individual teams that carry out our stated charity purpose, which is 'the advancement of religion', and our task as a church, which is affirmed on our website. The first lines of our statement of belief are these: *'The community of Christ at the heart of the community.'* *We believe that we are called to live our Christian faith within the midst of this community and in the midst of this world, transforming it in love while we ourselves are transformed.*

**Worship and Education:** We continued to offer a variety of services during the year. We consistently offer three worship services on a Sunday: 9.30am (quiet and reflective), 10.30am (informal and interactive) and 11.15am (traditional). There has been a noticeable increase in the variety of young families that have begun attending our more informal and interactive service, leading to baptisms. More and different people have also been involved in planning and presenting worship. The installation of our live streaming equipment continues to allow us to keep in touch with those members who cannot attend and provides a means to share our worship with others through YouTube and Zoom. This equipment also provides a means for people of all ages to contribute their time and talents to the life of the church. Recent statistics have underscored the importance and effectiveness of these efforts: in Jan. of 2023, there were an average of 36 YouTube views; in Jan. of 2024 an average of 48; and in Nov. of 2024 an average of 68. These numbers are reassuring and encouraging.

Thanks to the efforts of our Family and Youth Worker, we were able to continue our provision for the younger generations. A variety of offerings are provided in order to encourage participation and engagement: Sunday Stars, Godly Play, Breakfast Club, Breakfast Club 2.0 and Messy Church. Prior to his departure for his own parish in July, our Associate Minister met with students in the local high school. This has continued, not only because the previous Associate Minister has been called to a nearby parish, but our Probationer also now contributes to these gatherings, which are run in conjunction with other local churches. It is an exciting ecumenical initiative.

## **Edinburgh: Portobello and Joppa Parish Church Trustees' Annual Report Year Ended 31 December 2024**

### **Objectives and Activities - Continued Worship and Education continued**

Much of the energy in this area has stemmed from our participation in the Growing Young initiative. Apart from the worship pattern mentioned above and the contribution from our Family and Youth Worker, the Rolling Cafe has been an unequivocal success. Tea, coffee and conversation are available from 9.30am on Sunday to 12.30pm. This allows people to linger longer and for parents to catch up when the children are in Sunday Stars.

Education has been supplemented by Biblical studies offered by the previous Associate Minister and there have been prayer meetings in conjunction with Meadowbank and Willowbrae Churches, with whom the Presbytery have asked us to work more closely. These two initiatives have continued thanks to the proximity of the previous Associate Minister, the Probationer and others in the participating congregations.

**Outreach:** Our outreach and concern for others continues. Fundraising and support has continued for a variety of charities: Christian Aid, Fresh Start, Bethany Christian Trust, Wilson Memorial Food Bank. A previous fundraiser for an Indian charity, ASHA, organised in conjunction with Meadowbank and Willowbrae, was hugely successful and it will be repeated. We also consider our hosting of many community group and organisations to be a vital part of our outreach as well. The following are but a few: Coffee Time for new mums, Carers and Toddlers groups, three sections of the Boys' Brigade, Rainbows/Brownies/Guides, Drama Group, Junior Drama Group, the Guild, and weekly Coffee Clubs.

**Pastoral Care:** Through the efforts of the staff, the pastoral care team, elders and many members of the congregation, we have managed through phone calls, cards, distribution of magazines and doorstep visits to keep in touch remarkably well with people in the orbit of the church. Most importantly, however, the session clerk has continued to spearhead the organisation of the pastoral care. A team has formed, has received training and is able to provide care and support as required. There is still a sense of transition as people shift from the traditional approach which involved elders' districts to one which is more focussed. The most recent notable addition was the pre-Christmas visitation: members of the pastoral team and others visited nearly 100 people in the congregation prior to Christmas, providing a bit of information on our Christmas services and, equally importantly, catching up with those who find attendance on Sunday difficult.

**Communication:** The importance of online communication continues to be noted. Thanks to a team that had ensured an excellent church website and a public Facebook page, these resources continue to be put to good use. A weekly e-newsletter, combined with traditional provision of magazines and other communication as required, has allowed the channels of information and feedback to remain open. We as a congregation are most fortunate to have been blessed with a variety of talents and skills to allow these initiatives to work.

**Property & Finance:** Because the work of these two teams has so frequently overlapped, Session have agreed that they should in fact be one team. Terms of reference were drawn up and agreed, as well as the scope of responsibility and accountability.

With regards to property, an excellent team led by our property convener, alongside an energetic caretaker, has overseen the care of the fabric of the church. Individual items requiring attention have been dealt with timeously. Extensive work has been done on the steeple and the cross of iron at the top in order to ensure safety and an attractive appearance. Much work has also gone into conversations with a Musselburgh-based architectural firm, Mill Architects, in order to think through the property requirements for the short, medium and longer term. In the first instance, it has been agreed to work with Mill in order to upgrade accessibility in the church complex.

## **Edinburgh: Portobello and Joppa Parish Church Trustees' Annual Report Year Ended 31 December 2024**

### **Achievements and Performance**

With regards to finance, more details will be provided elsewhere in the accounts. Suffice it to say that our finance convener and our treasurer have spent significant time and energy to ensure that our finances were as healthy as possible during the past year. They, alongside our church administrator, our session clerk and our finance team have ensured that our finances are in good order. We recognise that significant challenges remain and continue to be vigilant. In light of this knowledge, some alterations were made with regards to the mix of funds retained in the different accounts and, as a result, greater gains were made through investments. In addition, planning has been undertaken for a longer-term strategy based on sobering news that emanated from the 2024 General Assembly for the Church of Scotland. It was reported that the national funds which pay ministerial stipends could be depleted by 2032. Careful planning and difficult decisions are therefore required at a local level too.

**Wider Church:** We continue to take an active part in the wider church. The minister continues to oversee a team tasked with a far-reaching re-structuring of the churches in the Presbytery, involving proposals for 40% ministry cuts and the release of approximately 20% of the fabric. A significant portion of his time, energy and focus is therefore contributed to the wider church and the congregation have been understanding and supportive, with many members taking on extra work. There are strong connections with other local denominations and these are evident in local initiatives: the local clergy meet regularly, there were gatherings for the Week of Prayer for Christian Unity and the ecumenical holiday club was successful. The ecumenical team meeting with students at the high school is another example. A TAP IntoIT course, aimed to assist people with IT issues and foster relationships, was organised and presented jointly between PJPC and Meadowbank and Willowbrae. Indeed, as suggested in the paragraphs above, PJPC has continued to work more closely with the newly united Meadowbank and Willowbrae Church and there are many opportunities beyond those mentioned above in which the cooperation can catalyse new initiatives and spark further ideas.

Our worship numbers have been encouraging. The number of YouTube views was presented above. The same set of statistics points to a congregation that continues to be healthy in the midst of a community and world that are perhaps less interested in organised religion. Here are some attendance numbers worth noting: average attendance for Jan. of 2023 was 157; average attendance for Jan. of 2024 was 155; and average attendance for Nov. of 2024 was 173. Two thoughts follow. Even if the upsurge in Nov. of 2024 reflects increased interest prior to Christmas, it is indeed an excellent pointer to possible means of engagement with people who attend. Secondly, previous work has suggested that those who engage in worship are those who support the church most fully in terms of time, talents and money. This is important: our core remains strong and contains the seeds and possibilities of growth. Thus, while a consolidation exercise has reduced the numbers on the official roll, there is a faithful dedication from many on whom the church can build.

It would seem, therefore, that we continue to do well in the midst of flux and change through experimentation, adaptation, energy, commitment and faith. The numbers support this assertion as does the energy implicit in the descriptions of the activities above. While expanding our provision in terms of services and activities we have also focussed on our faith, which is the bedrock of all we do. This is crucial for flourishing in the future.

### **Risk Management**

The Trustees recognise their responsibility to assess and manage potential risks to the charity. This involves identifying the major risks which the charity faces and taking appropriate mitigating actions. The identified risks include the safeguarding of young people as well as the wider health and safety of members, worshippers and other users of the church building and its activities. In addition, there are risks in relation to the fabric and contents of the church buildings, the manse and the church flat.

To mitigate these risks, policies are in place and named individuals appointed to coordinate and/or oversee the safeguarding, health and safety of individuals and organisations using the church buildings. Appropriate insurance cover has been taken out to cover risks relating to people, property and contents in line with Church of Scotland requirements.

# **Edinburgh: Portobello and Joppa Parish Church Trustees' Annual Report Year Ended 31 December 2024**

## **Financial Review**

### **Income**

The principal income of the Church is generated through monthly standing orders from members. This is augmented by weekly offerings at the Church Services on the Sunday, donations for the use of our various halls, fundraising and income tax recovered on Gift Aid.

The total income represents the income designated to the Congregational Fund. Prior to 1st December 2023 this sum was exclusive of legacies received which the Trustees invested in the Church of Scotland Investors Trust, in relation to which only the income was treated as designated income for statistical purposes. From 1st December 2023 all legacies received were treated as congregational income for statistical purposes. In 2024 Total Income amounted to £293,688 (2023 £239,393).

In the past year Congregational Income (Offerings) amounted to £146,067 (49.74% of total income) in comparison with last year's income of £144,909 (60.53%). The sum of £29,931 (10.19%) was received from Income Tax Received from Gift Aid during the year against the 2023 figure of £28,135 (11.75%).

Donations for the use of Halls amounted to £17,479 (5.95% of total income) in comparison with the 2023 figure of £17,824 (7.45% of total income).

The Congregational Fund also received nil (0.00% of total income) (nil 2023 0.0%) towards the Family Ministry.

Investment Income was £17,526 (5.97% of Total Income) in comparison with the 2023 figure of £12,217 (5.10%). The majority of investments are held in accounts with the Church of Scotland Investment Trust Deposit, Income and Growth Funds which in turn produce interest to help in the funding of the Family Worker.

Fundraising monies are normally earmarked for Fabric Repairs. The amount raised this year amounted to £1,241 (2023 £356).

Funding was received from the Church of Scotland General Trustees for the General Fund amounting to £39,342 (13.40% of Total Income) (2023 £31,308 (13.08%)). This was to assist in the payment of property running expenses. The Fabric Fund also received nil (2023 nil) towards the Health and Safety building works required on the properties. (No major building works were undertaken).

### **Expenditure**

Total Expenditure is the expenditure designated to the Congregational Fund. In 2024 this amounted to £234,885 (2023 £219,359).

Far and away the largest expenditure is that of the Giving to Grow allocation by the central church of £109,629 being 46.67% of all expenditure. Part of this contribution is credited to the National Stipend Fund, which bears the costs of all Ministers' stipends and employers contributions for national insurance, pension, housing and loan fund. In 2023 this was known as Ministry and Mission and we were asked for £111,310 (50.74% of total expenditure).

### **Overall**

The total resources expended in the day to day running of the Church increased from £219,359 in 2023 to £234,885 this year.

The General Fund showed a surplus of £47,872 (£20,034 surplus in 2023).

Two legacies were received in 2024 amounting to £43,343 (2023 one legacy amounting to £5,000). One of the legacies in 2024, amounting to £10,931, was agreed to be used for the Fabric Fund.

## **Edinburgh: Portobello and Joppa Parish Church Trustees' Annual Report Year Ended 31 December 2024**

### **Reserves Policy**

It is the Trustee's policy to hold a minimum reserve of approximately six months expenditure including designated funds. At the end of the year the Church held cash funds of £314,263 (2023 £252,284).

### **Investments**

The Church holds a number of investments with Church of Scotland Investors Trust, as noted in note 9 to the accounts amounting to £941,330 (2023 £898,338)

The Church's investment objectives are to achieve a capital and income return commensurate with the Church's agreed risk tolerance. This objective, as set out by the Trustees, is currently being met.

### **Governing Document**

The Church is administered in accordance with the terms of its Deed of Constitution.

### **Administrative Details**

Primary leadership comes from the office bearers (the Minister, Stewart G. Weaver; the Session Clerk, Michael Craig; the Treasurer, David Stocks) as well as a Conveners' Team and the Kirk Session.

### **Organisational Structure**

Portobello and Joppa Parish Church is a part of the Church of Scotland, which covers the geographical entirety of Scotland. It is Presbyterian in structure and thus depends on a system of courts, from the General Assembly through Presbyteries to the local Kirk Session. The trustees are the members of the Session.

We are using a Unitary Constitution, in which Session sets priorities and makes major decisions, whilst a number of teams carry out the necessary tasks. All teams are led by an elder and these elders are listed in Trustees. It is not felt necessary to include all team members as Trustees. The teams are as follows: Finance; Fabric; Worship and Education; Communication; Social; Pastoral and Outreach. They are convened by an Elder of the church and each team will have on it a mixture of members of the congregation and elders. The teams are allowed enough latitude for them to carry out their function but with the structure whereby any major decisions, as defined by the Session, will be brought to the Session for discussion and agreement.

In order to encourage maximum participation from session members and from the congregation, there is a 3 year rotation for conveners and for members of the team. This rotation allows wider participation and also variety of viewpoints which means that any decisions reflect more fully the views of the congregation.

In essence, this structure allows us to retain a view of our overall aims while encouraging participation in the execution of the necessary details.

**Edinburgh: Portobello and Joppa Parish Church  
Trustees' Annual Report  
Year Ended 31 December 2024**

**Trustees**

A full list of Trustees can be obtained by emailing  
[office@portyjoppachurch.org](mailto:office@portyjoppachurch.org)

**Edinburgh: Portobello and Joppa Parish Church  
Trustees' Annual Report  
Year Ended 31 December 2024**

**Trustees - continued**

**Principal Office Bearers**

|                                       |   |
|---------------------------------------|---|
| <b>Minister:</b>                      | Reverend Dr Stewart Weaver  |
| <b>Associate Minister:</b>            | Reverend Lourens de Jager until 31st July 2024  |
| <b>Session Clerk:</b>                 | Michael Craig   |
| <b>Church Treasurer:</b>              | David Stocks  |
| <b>Principal Office:</b>              | The Church Office<br>1 Brunstane Road North<br>Edinburgh, EH15 2DL                      |
| <b>Charity Reference Number:</b>      | SC011728  |
| <b>Congregation Reference Number:</b> | 010103  |
| <b>Independent Examiner</b>           | Sarah Hollis CA<br>Hollis Accounting Limited<br>3 Melville Crescent, Edinburgh, EH3 7HW |
| <b>Banker</b>                         | Bank of Scotland<br>172 High Street, Musselburgh, EH21 7DZ                              |

**Edinburgh: Portobello and Joppa Parish Church  
Trustees' Annual Report  
Year Ended 31 December 2024**

**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

1. Select suitable accounting policies and then apply them consistently;
2. observe the method and principles in the applicable Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
5. 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. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Trustees and signed on their behalf,

**Michael Craig  
Session Clerk**

Date: 10th March 2025

**Edinburgh: Portobello and Joppa Parish Church  
SC011728**

**Independent Examiner's Report to the Trustees of Portobello and Joppa Parish Church**

I report on the accounts of the charity for the year ended 31 December 2024 which comprise the Statement of Financial Activities, Balance Sheet, Accounting Policies and notes 1 to 15.

**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 (as amended).

The charity 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 Independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanation from trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would require 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 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 8 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.

Sarah Hollis CA  
Member of the Institute of Chartered Accountants Scotland  
Hollis Accounting Limited  
3 Melville Crescent  
Edinburgh, EH3 7HW

Date: 24th March 2025

**Edinburgh: Portobello and Joppa Parish Church**  
**Statement of Financial Activities**  
**Year Ended 31 December 2024**

|   | Note | Unrestricted<br>Funds<br>2024 | Unrestricted<br>Funds<br>2023 |
|---|------|-------------------------------|-------------------------------|
| <b>Income from:</b>                                       |      |                               |                               |
| Donations and legacies                                    | 1    | 234,448                       | 193,327                       |
| Charitable activities                                     | 2    | 16,750                        | 16,620                        |
| Investments   | 3    | 44,728                        | 31,430                        |
| Other   | 4    | 107,785                       | 31,308                        |
| <b>Total Income</b>                                       |      | <u>403,711</u>                | <u>272,685</u>                |
| <b>Expenditure on:</b>                                    |      |                               |                               |
| Charitable Activities                                     | 5    | 341,728                       | 236,134                       |
| <b>Total Expenditure</b>                                  |      | <u>341,728</u>                | <u>236,134</u>                |
| <b>Net Income/(Expenditure)</b>                           |      | 61,983                        | 36,551                        |
| <b>Net Gains/(Losses) on Investments</b>                  |      | 42,992                        | 52,771                        |
| <b>Net Income/(Expenditure) and net movement in funds</b> |      | <u>104,975</u>                | <u>89,322</u>                 |
| <b>Reconciliation of funds:</b>                           |      |                               |                               |
| <b>Total funds brought forward</b>                        |      | 1,802,038                     | 1,712,716                     |
| <b>Total funds carried forward</b>                        |      | <u>1,907,013</u>              | <u>1,802,038</u>              |

There is no restricted or endowment income or expenditure in either year.

**Edinburgh: Portobello and Joppa Parish Church**  
**Balance Sheet**  
**At 31 December 2024**

|                                  | Note | 2024           |                  | 2023           |                  |
|----------------------------------|------|----------------|------------------|----------------|------------------|
|                                  |      | £              | £                | £              | £                |
| <b>Fixed Assets</b>              |      |                |                  |                |                  |
| Tangible Fixed Assets            | 8    |                | 650,000          |                | 650,000          |
| Investments                      | 9    |                | <u>941,330</u>   |                | <u>898,338</u>   |
|                                  |      |                | <u>1,591,330</u> |                | <u>1,548,338</u> |
| <b>Current Assets</b>            |      |                |                  |                |                  |
| Debtors                          | 10   | 43,194         |                  | 3,000          |                  |
| Bank and Cash                    | 11   | <u>314,263</u> |                  | <u>252,284</u> |                  |
|                                  |      | <u>357,457</u> |                  | <u>255,284</u> |                  |
| <b>Less: Current Liabilities</b> |      |                |                  |                |                  |
| Falling due within one year      | 12   | <u>41,774</u>  |                  | <u>1,584</u>   |                  |
| <b>Net Current Assets</b>        | 13   |                | 315,683          |                | 253,700          |
| <b>Net Assets</b>                |      |                | <u>1,907,013</u> |                | <u>1,802,038</u> |
| <b>Unrestricted Funds</b>        | 14   |                |                  |                |                  |
| General Fund                     |      | 423,023        |                  | 375,151        |                  |
| Fabric Fund                      |      | 587,680        |                  | 573,569        |                  |
| Revaluation of Investments       |      | 246,310        |                  | 203,318        |                  |
| Manse Fund                       |      | <u>650,000</u> |                  | <u>650,000</u> |                  |
|                                  |      |                | <u>1,907,013</u> |                | <u>1,802,038</u> |

The accounts were approved by the Trustees on

For and on behalf of the Trustees

**Michael Craig**  
**Session Clerk**

**David Stocks**  
**Treasurer**

10th March 2025

## **Edinburgh: Portobello and Joppa Parish Church 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 (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

### **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.

### **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, 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 FRS 102 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.

### **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.

## **Edinburgh: Portobello and Joppa Parish Church Accounting Policies - continued**

### **Fixed Assets**

The charity has the right to occupy and use for its charitable objects certain tangible fixed assets, including the Church, halls and manse, vested in the Church of Scotland. No consideration is payable for the use of these assets. Expenditure incurred on the repair and maintenance of these assets is charged as expenditure in the Statement of Financial Activities in the period in which the liability arises.

All tangible fixed assets costing in excess of £25,000 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 | 4 years |
|---|---------|

### **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**

Edinburgh: Portobello and Joppa Parish Church (Church of Scotland) 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, therefore expenditure includes irrecoverable input VAT.

**Edinburgh: Portobello and Joppa Parish Church**  
**Notes forming part of the financial statements**  
**for the year ended 31 December 2024**

|   | Unrestricted<br>Funds<br>2024<br>£ | Unrestricted<br>Funds<br>2023<br>£ |
|---|------------------------------------|------------------------------------|
| <b>1. Donations &amp; Legacies</b>                        |                                    |                                    |
| Offerings   | 146,067                            | 144,909                            |
| Tax Recovered on Gift Aid                                 | 29,931                             | 28,135                             |
| Unrestricted Legacies                                     | 43,343                             | 5,000                              |
| Fabric Fund Donations                                     | 13,137                             | 13,723                             |
| Other   | 1,970                              | 1,560                              |
|   | <u>234,448</u>                     | <u>193,327</u>                     |
| Income from Donations and Legacies were all unrestricted. |                                    |                                    |
| <b>2. Income from Charitable Activities</b>               |                                    |                                    |
| Weddings  | 0                                  | 1,000                              |
| Fundraising Events  | 1,241                              | 356                                |
| Use of Premises   | 15,509                             | 15,264                             |
|   | <u>16,750</u>                      | <u>16,620</u>                      |
| Income from Charitable activities was all unrestricted.   |                                    |                                    |
| <b>3. Investment Income</b>                               |                                    |                                    |
| Church of Scotland Investors Trust:                       |                                    |                                    |
| Congregational Fund                                       | 22,529                             | 16,922                             |
| Fabric Fund Plus Dividends from Other Companies           | 22,199                             | 14,508                             |
|   | <u>44,728</u>                      | <u>31,430</u>                      |
| Investment income was all unrestricted.                   |                                    |                                    |
| <b>4. Other Income</b>                                    |                                    |                                    |
| Receipts from General Trustees                            | 107,785                            | 31,308                             |
|   | <u>107,785</u>                     | <u>31,308</u>                      |
| Other Income was all unrestricted.                        |                                    |                                    |

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.

**Edinburgh: Portobello and Joppa Parish Church**  
**Notes forming part of the financial statements**  
**for the year ended 31 December 2024**

|  | Unrestricted<br>Funds<br>2024<br>£ | Unrestricted<br>Funds<br>2023<br>£ |
|--|------------------------------------|------------------------------------|
| <b>5. Analysis of Expenditure</b>        |                                    |                                    |
| Giving to Grow                           | 109,629                            | 111,310                            |
| Presbytery Dues                          | 2,867                              | 2,733                              |
| Ministry Expenses                        | 1,662                              | 1,848                              |
| Probationer Expenses                     | 0                                  | 0                                  |
| Pulpit Supply                            | 300                                | 0                                  |
| Other Salary Costs                       | 64,073                             | 59,020                             |
| Fabric Repairs and Maintenance           | 106,843                            | 16,775                             |
| Council Tax, Water Charges and Insurance | 17,809                             | 18,604                             |
| Other Building Costs                     | 26,934                             | 13,154                             |
| Church Office Expenses                   | 3,881                              | 4,295                              |
| Christian Education and Outreach         | 3,073                              | 2,894                              |
| Organ and Music                          | 1,970                              | 935                                |
| Other Expenses                           | 1,114                              | 3,085                              |
| Electronic Charges                       | 133                                | 155                                |
| Governance: Ind. Examination             | 1,440                              | 1,326                              |
|  | <u>341,728</u>                     | <u>236,134</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.

Expenditure on charitable activities was all unrestricted.

**Edinburgh: Portobello and Joppa Parish Church**  
**Notes forming part of the financial statements**  
**for the year ended 31 December 2024**

| 6. Staff Costs and Number         | 2024<br>£     | 2023<br>£     |
|-----------------------------------|---------------|---------------|
| Salaries and Wages                | 61,825        | 57,389        |
| Social security and Pension costs | 2,248         | 1,631         |
|                                   | <u>64,073</u> | <u>59,020</u> |

The average number of employees during the year, calculated on the basis of a head count, was as follows:

|                      |   |   |
|----------------------|---|---|
| Administration       | 1 | 1 |
| Family Worker        | 1 | 1 |
| Music staff          | 1 | 1 |
| Premises maintenance | 1 | 1 |

No employee had employee benefits in excess of £60,000 (2023 Nil).

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 the year under review the minimum stipend was £31,642 and the maximum stipend (in the 5th and subsequent years of service) £38,884.

**7. Trustee Remuneration and Related Party Transactions**

Fiona Carlile, who is a member of the Kirk Session, received £5,218 (2023 £4,740) for her services as Musical Co-ordinator.

The Minister, the Reverend Dr Stewart Weaver, received expenses of £5,400 (2023 £5,503).

The Associate Minister, Rev Lourens de Jager, received expenses of nil (2023 nil).

Anne Russell, who is a member of the Kirk Session received £15,622 (2023 £14,640) for her services as Church Administrator and Book-keeper.

Michelle Brown, who is a member of the Kirk Session received £21,860 (2023 £20,352) for her services as the Family Worker.

No Trustee or a person related to a Trustee had any personal interest in any contract or transaction entered into by the charity during the year.

During the year a total of £51,496 (32.35%) of normal giving (2023 £54,597 (34.42%)) was donated to the congregation by Trustees.

Normal giving of £159,204 (2023 £158,632) encompasses General Fund Offerings of £146,067 (2023 £144,909) and Fabric Fund Donations of £13,137 (2023 £13,723).

**Edinburgh: Portobello and Joppa Parish Church**  
**Notes forming part of the financial statements**  
**for the year ended 31 December 2024**

**8. Tangible Fixed Assets**

|                                 | £              | £             | £              |
|---------------------------------|----------------|---------------|----------------|
| <b>Cost</b>                     | Buildings      | AV System     | Total          |
| At 1 January 2024               | 650,000        | 58,830        | 708,830        |
| Additions                       | 0              | 0             | 0              |
| At 31 December 2024             | <u>650,000</u> | <u>58,830</u> | <u>708,830</u> |
| <b>Accumulated Depreciation</b> |                |               |                |
| At 1 January 2024               | 0              | 58,830        | 58,830         |
| Charge for the Year             | 0              | 0             | 0              |
| At 31 December 2024             | <u>0</u>       | <u>58,830</u> | <u>58,830</u>  |
| <b>Net Book Value</b>           |                |               |                |
| At 1 January 2024               | <u>650,000</u> | <u>0</u>      | <u>650,000</u> |
| At 31 December 2024             | <u>650,000</u> | <u>0</u>      | <u>650,000</u> |

The Trustees consider the manse to have a value in the region of £650,000.  
The Heritage Properties consisting of the Church, Church Hall and Church House are not recorded in the accounts. It is currently not possible to place a valuation on the Heritage Properties.

**Prior Year Comparitives**

|                                 | £              | £             | £              |
|---------------------------------|----------------|---------------|----------------|
| <b>Cost</b>                     | Buildings      | AV System     | Total          |
| At 1 January 2023               | 650,000        | 58,830        | 708,830        |
| Additions                       | 0              | 0             | 0              |
| At 31 December 2023             | <u>650,000</u> | <u>58,830</u> | <u>708,830</u> |
| <b>Accumulated Depreciation</b> |                |               |                |
| At 1 January 2023               | 0              | 58,830        | 58,830         |
| Charge for the Year             | 0              | 0             | 0              |
| At 31 December 2023             | <u>0</u>       | <u>58,830</u> | <u>58,830</u>  |
| <b>Net Book Value</b>           |                |               |                |
| At 1 January 2023               | <u>650,000</u> | <u>0</u>      | <u>650,000</u> |
| At 31 December 2023             | <u>650,000</u> | <u>0</u>      | <u>650,000</u> |

**Edinburgh: Portobello and Joppa Parish Church**  
**Notes forming part of the financial statements**  
**for the year ended 31 December 2024**

| 9. Investments   | 2024           | 2023           |
|--|----------------|----------------|
|  | £              | £              |
| Market value at 1 January                              | 898,338        | 691,877        |
| Investments Purchased In Year in respect of resolution | 0              | 220,375        |
| Investments Uplifted In Year in respect of resolution  | 0              | (66,685)       |
| Gains/(Losses) on Investments                          | 42,992         | 52,771         |
|  | <u>941,330</u> | <u>898,338</u> |
| Investments at cost                                    |                |                |
| Church of Scotland Growth Fund                         | 239,079        | 239,079        |
| Church of Scotland Income Fund                         | 455,941        | 455,941        |
|  | <u>695,020</u> | <u>695,020</u> |

At the Trustees meeting on 30th October 2023 a resolution was passed to change the mix of the investments held by the Church of Scotland Investors Trust.  
The investments were to be invested in the ratio of 50% Income Fund, 40% Growth Fund and 10% cash. The split is based on the market value of the investments at 1st December 2023.  
This resolution was actioned by the Investors Trust in December 2023.  
The revised investment policy as noted above, is to generate additional income while giving greater potential for capital preservation in real terms.  
The performance of the investments has met this objective.

Note: The charity also holds 200 shares in Marks and Spencer plc and 1,968 ordinary shares in British Petroleum plc.  
The Trustees consider those to have a nil value as they cannot be sold.

| 10. Debtors             | 2024          | 2023         |
|-------------------------|---------------|--------------|
|                         | £             | £            |
| Debtor                  | 40,194        | 0            |
| Gift Aid Tax Refund Due | 3,000         | 3,000        |
|                         | <u>43,194</u> | <u>3,000</u> |

| 11. Bank and Cash                    | 2024           | 2023           |
|--------------------------------------|----------------|----------------|
|                                      | £              | £              |
| Bank of Scotland Treasurers Accounts | 50,920         | 45,855         |
| Bank of Scotland Savings Account     | 128,320        | 100,887        |
| Other Bank Account                   | 38,783         | 9,302          |
| Church of Scotland Deposit Fund      | 96,240         | 96,240         |
|                                      | <u>314,263</u> | <u>252,284</u> |

| 12. Creditors | 2024          | 2023         |
|---------------|---------------|--------------|
|               | £             | £            |
| Accruals      | 41,774        | 1,584        |
|               | <u>41,774</u> | <u>1,584</u> |

| 13. Analysis of Net Assets Between Funds | 2024             | 2023             |
|--|------------------|------------------|
|  | Unrestricted     | Unrestricted     |
|  | £                | £                |
| Fixed assets investment                  | 1,591,330        | 1,548,338        |
| Net current assets                       | 315,683          | 253,700          |
|  | <u>1,907,013</u> | <u>1,802,038</u> |

**Edinburgh: Portobello and Joppa Parish Church**  
**Notes forming part of the financial statements**  
**for the year ended 31 December 2024**

**14. Movements in Funds**

|                            | At 1<br>January<br>2024<br>£ | Income<br>£    | Expenditure<br>£ | Investment<br>Revaluation<br>£ | At 31<br>December<br>2024<br>£ |
|----------------------------|------------------------------|----------------|------------------|--------------------------------|--------------------------------|
| <b>Unrestricted Funds</b>  |                              |                |                  |                                |                                |
| General Fund               | 375,151                      | 282,757        | (234,885)        | 0                              | 423,023                        |
| Fabric Fund                | 573,569                      | 120,954        | (106,843)        | 0                              | 587,680                        |
| Revaluation of Investments | 203,318                      | 0              | 0                | 42,992                         | 246,310                        |
| Manse Fund                 | 650,000                      | 0              | 0                | 0                              | 650,000                        |
|                            | <u>1,802,038</u>             | <u>403,711</u> | <u>(341,728)</u> | <u>42,992</u>                  | <u>1,907,013</u>               |

**Prior Year Comparatives**

|                            | At 1<br>January<br>2023<br>£ | Income<br>£    | Expenditure<br>£ | Investment<br>Revaluation<br>£ | At 31<br>December<br>2023<br>£ |
|----------------------------|------------------------------|----------------|------------------|--------------------------------|--------------------------------|
| <b>Unrestricted Funds</b>  |                              |                |                  |                                |                                |
| General Fund               | 340,157                      | 239,393        | (219,359)        | 14,960                         | 375,151                        |
| Fabric Fund                | 547,714                      | 33,292         | (16,775)         | 9,338                          | 573,569                        |
| Revaluation of Investments | 174,845                      | 0              | (24,298)         | 52,771                         | 203,318                        |
| Manse Fund                 | 650,000                      | 0              | 0                | 0                              | 650,000                        |
|                            | <u>1,712,716</u>             | <u>272,685</u> | <u>(260,432)</u> | <u>77,069</u>                  | <u>1,802,038</u>               |

15. In common with all congregations of the Church of Scotland the congregation benefits from the contributions 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.

**Edinburgh: Portobello and Joppa Parish Church**  
**Notes forming part of the financial statements**  
**for the year ended 31 December 2024**

**Appendix 1**  
**Special Collections and Collections for Third Parties**

|  |   |               |
|--|---|---------------|
| <b>Income</b>  |   | £             |
| The Guild  |   | 3,744         |
| Christian Aid Committee  |   | 4,379         |
| Retiral Collections & Other Events   |   | 2,495         |
|  |   | <u>10,618</u> |
| <b>Expenditure</b>   |   |               |
| The Guild  | Guild affiliation fees                          | 944           |
|  | Pachamama                                       | 100           |
|  | Portobello & Joppa Parish Church                | 1,000         |
|  | Guild Projects                                  | 1,500         |
|  | Fresh Start                                     | 200           |
|  |   | <u>3,744</u>  |
| Sunday Stars and Breakfast Club  |   |               |
| Note: it is the Trustees decision that all expenditure in relation to the Sunday Stars is met from the main funds of the Church. All income generated through the children's activities is therefore donated to charity. |   |               |
| This year the children allocated the income as follows:  |   |               |
| This year all fundraising was for Christian Aid and is included in the Christian Aid committee figures.  |   |               |
| Christian Aid  |   |               |
|  | Christian Aid Week Collections                  | 2,084         |
|  | Feast of Life Choir Christmas Concert 8/12/2024 | 1,000         |
|  | Christmas Eve Retiral Collections               | 1,295         |
|  |   | <u>4,379</u>  |
| Sunday Stars and Breakfast Club  |   |               |
|  | Porridge Breakfast for Marys Meals 21/01/2024   | 1,368         |
|  | Christian Aid Cupcake Sunday                    | 217           |
|  |   | <u>1585</u>   |
| Café Ceilidh   |   |               |
|  | Comfort International                           | 660           |
|  |   | <u>660</u>    |
| Tea & Coffee   |   |               |
|  | Donation to Bethany 31/01/2024                  | 250           |
|  |   | <u>250</u>    |

**Edinburgh: Portobello and Joppa Parish Church  
Notes forming part of the financial statements  
for the year ended 31 December 2024**

**Appendix 2**

**Funds Held by General Trustees of Church of Scotland**

|   | 2024<br>£        | 2023<br>£      |
|---|------------------|----------------|
| <b>Capital Account</b>                        |                  |                |
| Investors Trust Balance held at 31st December | <u>893,976</u>   | <u>960,615</u> |
| Market value of Investments at 31st December  | <u>1,015,590</u> | <u>939,539</u> |
| <b>Revenue Account</b>                        |                  |                |
| Credit balance at 31st December               | <u>338</u>       | <u>(228)</u>   |

The Charity is not entitled to the direct proceeds of the sale of the Old Parish Manse which was disposed of in 2014, St James Manse which was disposed of in 2015, the St James Complex which was disposed of in 2016 and the the Old Parish Complex which was disposed of in 2017.

The net proceeds of the sale were invested, less a 10% levy deducted for the benefit of other churches, by the Church of Scotland General Trustees.

The interest receivable now and in future years from this fund can only be used to fund property expenditure.

**Funds held in the Church of Scotland Stipend Fund**

|            |                |                |
|------------|----------------|----------------|
| Funds held | <u>800,012</u> | <u>800,012</u> |
|------------|----------------|----------------|

The General Trustees of the Church of Scotland have invested the above funds for the benefit of the Charity in the Church of Scotland Stipend Fund.

The deemed interest from the Stipend Fund reduces the direct cost of Giving to Grow on the charity.