

**ST CUTHBERT'S
SCOTTISH EPISCOPAL CHURCH
COLINTON**



**2020 AGENDA, MINUTES OF 2019 AGM
AND
SUMMARY OF FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2020**

**St Cuthbert's Scottish Episcopal Church
Annual General Meeting
Sunday 22nd November 2020
2pm**

**This year, due to COVID-19,
the AGM will be conducted online using 'Zoom'.**

Opening Prayer

1. In Memoriam
2. To Receive the Reports and Accounts of Vestry
3. Appointment of Independent Examiners
4. Election of Lay Rep. and Alternate Lay Rep.
5. Election of Vestry members
6. Election of People's Warden
7. AOCB

Grace

Minutes of the Annual General Meeting of St Cuthbert's Scottish Episcopal Church, Colinton, held on Sunday 24 November 2019, at 11.53am in the Church Hall.

The meeting was chaired by the Rector, Nicki McNelly, and attended by Office Bearers, members of Vestry and in total 62 members of the congregation. The Rector thanked people for attending and opened the meeting with a prayer.

1. Apologies: Bryan and Mary Dale, Judith MacKintosh, Russell Philp, Agnes Stone, Margaret Temple.

2. In Memoriam: The meeting stood in memory of members of the congregation who had died during the past year.

Elspeth Illingworth
Mary McLennan
Sally Hempson
Ian Kinnear
Nan Lennie
Colin Murray
Veronica Jones

3. Acceptance of the Minutes of the 2018 Annual General Meeting:

Proposer: John Davies, Seconder: Wendy Pearson

4. To Receive the Report and Accounts of Vestry:

The Treasurer ensured that everybody had access to a copy of the summary of accounts for the Year ending 30 September 2019 and the budget for next year. He explained that the entire accounts were available on request in either email or paper format from himself or the Church Administrator (Marie Neil).

The Treasurer pointed out that the accounts are only for 11 months this year as we have brought forward the accounting date to allow more time between this date and the AGM.

The Church's income in 2019 had increased significantly due to a legacy of nearly £124,000 from Miss Jessie Thompson and a further smaller legacy from Sally Hempson for which we are very grateful. The general income was in line with the previous year with some people having kindly reviewed their annual donation and the giving of slightly more one off donations than expected. The congregation was asked to continue to annually review their donations. It was noted that small numbers give significant amounts and should that not be the case the income would fall markedly.

Expenditure was mostly in line with the budget and the net effect of income and expenditure, legacies and increase in value of investments is that we had an actual surplus of £181,087, which decreases to £12,573 without the legacies and increased investment value. The significant funds held by the church raises the challenges of deciding what we need to keep for financial challenges ahead and how best to use the excess for the benefit of the church and its neighbouring community. The idea of sponsoring a student at the SEI has been outlined by Nicki, and funding a Children's, Youth and Families Worker is a project that will begin in 2020. The budget for 2020 is therefore expected to run at a deficit of the order of £13,400.

During his statement the Treasurer addressed the issue of Investments in response to a question raised by Jean Haskell concerning whether we had divested of funds in fossil fuels and tobacco. We currently invest in SECC Funds approved by the Province Investment Committee, which has an ethical investment policy. During a consultation period when the Province Investment Committee wanted to widen the investment criteria, our Vestry wrote to Synod expressing that we did not support this move and at General Synod the move by the Investment Committee was defeated and they were asked to disinvest from unethical sources of revenue, thus tightening the criteria for investment, and divesting of investment in fossil fuels.

The Treasurer thanked Robin Holmes for recording and balancing everything and answering questions and Barry Tatlock for efficiently dealing with the Sunday collections. Thanks were given to Marie Neil for dealing with salaries, administration and hall booking and invoicing.

The accounts were accepted.

Proposer: Rosemary Yeoman, Secunder: John Davies

5. Appointment of Independent Examiners:

The Treasurer thanked J M. Chittleburgh C.A. of Chiene and Tait Chartered Accountants and Independent Examiners, 61 Dublin Street, Edinburgh EH3 6NL, for auditing our accounts in 2019 and proposed that they be appointed financial examiners for 2020.

Proposer: Martin Fairley, Secunder: Sarah Donaldson

6. Property Report

Both Bob Pritchard and Bob Bent have stood down his year and our grateful thanks to them conveyed.

Martin Fairley, Ross Addison, Joan Smith and Iain McNelly have kindly formed a new Property Committee. They will address the results of the QuenQuennial report by Tod and Taylor Architects. The essential and recommended works are expected to cost around £28,000 and will be completed during the next two financial years, which is shown in the Property Budget of £6000 for 2020 and

£25000 for 2021. The Garden Committee has identified necessary work to trees as confirmed by a tree surgeon and this has meant the Garden Budget has increased. Canon 35 has been tightened and is needed to plant new trees and we are checking on the requirement for canon 35 before removing the identified trees.

7. To receive reports from congregational groups and committees:

All reports were received as written. The Rector expressed her thanks to all who have contributed to the reports and what their commitment to the life and work of the church.

8. Election of Vestry members:

Nicki gave thanks to Russell Philp and Jean Wood who have finished their term on Vestry. There were three vacancies to fill because there was an existing vacancy.

Nick Brignall

Proposed by Russell Philp, Seconded by Barbara Tatlock

Bev Henderson

Proposed by Rosemary Yeoman, Seconded by Muriel Allen

Joan Smith

Proposed by Christine Nimmo, Seconded by Carole MacDonald

9. Election of Lay Rep. and Alternate Lay Rep.:

Lay Rep.- **Margaret Temple** is willing to continue

Proposed by Margaret Kiernen, Seconded by Barbara Tatlock

Alternate Lay Rep.- **Wendy Pearson**

Proposed by Patricia Brignall, Seconded by Megan Emmerson

10. Election of Peoples Warden

Margaret Holmes is willing to continue to serve.

Proposed by Susan Clark, Seconded by Judith Mackintosh

11. Rector's Presentation

The Rector had begun her presentation during the Sermon in Church when she outlined the Church activities according to SEEDS, the acronym for the five headings of the Growing Together process.

1. Serving our Communities

Nicki outlined the many charities that we have supported and the local churches, Cottage Homes and care homes, schools, The Army and local Inn that she has met with and/or worked alongside during the past year. She also reminded us of the many groups who use our church and church hall and the individuals who can find peace in our open church and beautiful garden. She expressed thanks to our busy team of 8 pastoral visitors and to Margaret Holmes and her team who organise

many social opportunities including Burns Supper and church lunches during the year and to the volunteers who provide coffee after Sunday services.

We have tried to make the church more welcoming to those in wheelchairs. The pews at the front are listed and cannot be removed and so we have created a dedicated space near the font and are in the process of sourcing a portable font so that nobody need be displaced when there is a baptism. In addition we have given thought to those who need walking frames and how they can be stored safely in the south transept during services.

2. Engaging all generations

The Rector thanked Megan and her helpers who run our weekly Sunday School so well and Joan for her help with the youth group who meet each month. We have been trialling various locations within the church for a play area during family services for our youngest children. The yearly crib service is very well attended. In part thanks to people delivering leaflets listing the Christmas services to streets in the local area. We are in the process of advertising for a Children's Youth and Family worker who we hope will be in place in the next few months. Weekly Thursday afternoon services cater for those who want a shorter informal service and the monthly 'A Brew and a Blether' offers a place to meet, socialise and be entertained with lovely refreshments.

3. Enabling Ministry

St Cuthbert's is involved in a rejuvenated area council on which Margaret Temple serves as secretary and Nicki has recently become the new chairperson. It is a place where resources and good practice can be shared.

Nicki highlighted the large number of people who serve in church who help and enrich our services including the choir and Philip who provide our music. She thanked Bob Bent and Bob Pritchard for all they had done to keep the church building and rectory in good repair over many years and thanked Ross, Joan and Iain for agreeing to take over this role. She mentioned the many church groups that allow people to meet God in different ways and the people who lead these. We are helping the Scottish Episcopal Institute by hosting a student each year as they train for ordination and Nicki is proposing that we could give a grant to fund a student to attend New College. This will go before Vestry in January.

We welcomed Margaret Dinely as a Non Stipendiary Minister in August and value her contribution to the ministry of our church. Nicki gave thanks to Marie in the office and the congregation for enabling her in her ministry.

4. Developing Disciples

Nicki expressed that everything we do during services, prayer groups, social events, music, volunteering, visiting etc. is done for love of and in service to God and that we have to transfer that from inside our walls to going out of the door into the community. It is up to us to invite people in.

5. Sharing Faith

Nicki expressed that we have to share our faith, share our love, share how lucky we are to have this beautiful building in which we meet as a family, a community of loving Christians. We have to share that at St. Cuthbert's: we are inclusive; we are loving; we are welcoming, and we like to have fun and we like to have God. We have to share our faith and share an invitation to others to join us.

Our faith is witnessed in how we live our lives. So if we live them well others can see why we follow Christ the King – and maybe if we witness well, others will be curious and come through our doors.

Nicki then outlined some plans for the coming year. These included Vestry looking at how best to keep the church and hall fit for purpose in the coming years and differing the ways psalms are used each week (sometimes sung, said, responsorial or as a hymn). She acknowledged that different people had different preferences over this but hoped that variety would give everybody what they prefer some of the time. She gave her grateful thanks to everybody who helps at St Cuthbert's and reminded us that we are here to worship God and to love each other as sisters and brothers in Christ.

At the AGM the Rector presented her memories of the Church year and Church activities in photographs as part of a PowerPoint presentation.

AOB

Nicki listed the 4 questions that had been sent to the AGM

- 1. Can pews be removed at the front of the church for wheelchair use?*
- 2. The church has a very large sum of money invested. Has the church divested of funds in fossil fuels and tobacco?*
- 3. I have always been uncomfortable with the idea of churches holding very large funds. The seven figure sums presented in the financial statement definitely falls into this category. I feel it would be important to have this matter considered by the AGM.*
- 4. Psalms- congregational singing v. a said psalm. Is there a third way?*

Nicki briefly pointed out how they had already been answered during the AGM.

George Haskell briefly expressed his support for Nicki's proposal of funding a studentship.

Donald MacIntosh requested guidance for when a question would be discussed at the AGM but acknowledged that his question had been answered.

A vote of thanks to the Rector was given by David Ferro.

12. The Grace

Accounts to 31 August 2020

The abbreviated accounts to 31 August 2020 are attached. The full set of accounts are available on the website and by email from stcuthbertscolinton@gmail.com.

This has not been a normal year for anybody and the church is no exception. I do not intend to dwell on individual items of income or expenditure but simply to look at the overall state of the church finances. Congregational income is down but then so is expenditure as the lockdown meant we were unable to carry out planned maintenance work on the church. Whilst some items of income were down they were offset by reduced expenditure in others. (Hall income is included in the category of charitable activities).

We received two legacies this year from Ian Kinnear and Margaret Cowan amounting to £15,000. Margaret Cowan's will be used to buy a new electric piano for choir rehearsals.

The net effect after the receipt of the legacies was a surplus of £17,126. The gain on the value of the Investments of £219,218 means that there was a combined surplus of £236,344.

The value of the Investments has gone up significantly this year and they have not been affected by the rise and fall of the Stock Exchange to any great extent. Whilst there was a fall in value at the start of the pandemic the significant rise in value has been due to the management of the portfolio by stockbrokers. All of the funds are invested in the Scottish Episcopal Church Unit Trust Pool so the increase in the value of the fund is shared with other Episcopal churches, the Province and the Dioceses. Please remember that whilst over the past two years the value of the investments has grown by over 30% this cannot be guaranteed and shouldn't be taken as representative of future growth.

Also included in these papers is the budget for 2021. The budget this year is at best a guess as to what might happen. Income will continue to be constrained by the attendances at church and hall usage. Significant work will be carried out on the church, hall and rectory roofs identified in the quinquennial report. Overall we anticipate a deficit in the region of £64,000

The church is also investigating new lighting for the church and hall which is as yet uncosted. We are also looking at a replacement for the church printer which is becoming unreliable.

Last year I mentioned the review of the use of the church buildings and spaces. We have put a bigger project on hold given the pandemic but intend to take forward a smaller scheme looking at moving the organ, utilising the bell tower, and creating separate space in the lady chapel and transept. This requires us firstly to look at acoustics and heating as a first stage and that is being taken forward. We will share our thinking with you once these reports have been finalised.

Finally as I have said before most of the finance work is undertaken by Robin Holmes, Barry Tatlock and Marie Neil to whom I am very grateful.

Martin Fairley
November 2020

St Cuthbert's Episcopal Church Edinburgh

Detailed Statement of Financial Activities

Year to 31 August 2020

	2020 £	2019 £
Income		
Donations and legacies		
Standing orders	41,648	39,069
Cash collections	3,012	5,010
Gift aid	13,336	11,536
Annual donations	11,022	14,743
Freewill offering	6,589	6,423
Legacies	15,000	126,308
Grants receivable	3,661	–
	<u>94,268</u>	<u>203,089</u>
Charitable activities		
Charitable activities	22,640	27,626
Other trading activities		
Collections for donations	383	727
Wedding fees	100	1,085
	<u>483</u>	<u>1,812</u>
Investment income		
Endowment income	25,283	25,332
Bank interest receivable	383	243
	<u>25,666</u>	<u>25,575</u>
Total income	<u>143,057</u>	<u>258,102</u>
Expenditure		
Expenditure on charitable activities		
Wages and salaries	(25,598)	(21,468)
Pension costs	(798)	(1,257)
Donations	(5,933)	(3,792)
Rates and water	(4,085)	(3,629)
Light and heat	(5,496)	(5,274)
Repairs and maintenance	(14,676)	(6,914)
Insurance	(4,535)	(4,041)
Other office costs	(4,309)	(6,081)
Rector's stipend	(28,390)	(29,043)
Rector's pension	(8,637)	(7,771)
Diocesan Quota	(10,087)	(9,340)
Clergy expenses	(407)	(1,635)
Choir expenses	–	(588)
Depreciation	(3,729)	(3,729)
Independent examiners fee	(1,915)	(1,822)
Quinquennial Report	(250)	(4,918)
Altar expenses	(545)	(3,091)
Cleaning expenses	(1,971)	–
Sundry	(3,562)	(4,044)
Children's fund (restricted fund expenditure)	–	–
Children's/flower fund (unrestricted fund expenditure)	(939)	(934)
Brew & blether/pray and play	(69)	(120)
	<u>(125,931)</u>	<u>(119,491)</u>
Total expenditure	<u>(125,931)</u>	<u>(119,491)</u>

St Cuthbert's Episcopal Church Edinburgh

Detailed Statement of Financial Activities *(continued)*

Year to 31 August 2020

	2020 £	2019 £
Net gains on investments		
Gains/(losses) on listed investments	<u>219,218</u>	<u>42,476</u>
Net income	<u>236,344</u>	<u>181,087</u>

St Cuthbert's Episcopal Church Edinburgh

Statement of Financial Position

31 August 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible fixed assets	16	26,240	29,969
Investments	17	1,246,887	976,172
		<u>1,273,127</u>	<u>1,006,141</u>
Current assets			
Debtors	18	9,296	3,738
Cash at bank and in hand		260,911	249,572
		<u>270,207</u>	<u>253,310</u>
Creditors: amounts falling due within one year	19	3,991	7,745
Net current assets		<u>266,216</u>	<u>245,565</u>
Total assets less current liabilities		<u>1,539,343</u>	<u>1,251,706</u>
Net assets		<u>1,539,343</u>	<u>1,251,706</u>
Funds of the charity			
Endowment funds		202,013	156,306
Restricted funds		2,689	2,689
Unrestricted funds		1,334,641	1,092,711
Total charity funds	20	<u>1,539,343</u>	<u>1,251,706</u>

These financial statements were approved by the Vestry on, and are signed on their behalf by:

.....
Mr M Fairley
Treasurer

**St Cuthbert's Scottish Episcopal Church Colinton
Budgeted Income and Expenditure Account**

<u>Income</u>	Budget 20/21
	£
Freewill Offering	5,000
Standing Orders	39,000
Gift Aid	11,500
Cash Collections	2,000
Regular Annual Donations	8,000
Hall rental	13,000
Printing and magazines	1,500
Dividend income	23,000
Wedding Fees	-
TOTAL	<u>103,000</u>
<u>Expenditure</u>	
Rector's Stipend (inc NIC and pension)	39,000
Clergy expenses	2,000
Other salaries inc admin, organists, cleaning	33,000
Training Costs	750
Council tax	4,500
Insurance	4,500
Property repairs	40,000
Garden upkeep	2,500
Heating and Lighting	6,000
Altar Expenses	1,000
Administration Costs	4,000
Sundry Expenses (Sundry; Housekeeping; Catering)	2,000
Sunday School/Young Adults	750
Choir	1,000
Quota	11,000
Independent Examiner's fee	2,300
SEI training support	13,000

TOTAL	167,300
Loss	(64,300)