

**The Church of Scotland
Kiltarlity and Kirkhill Church of Scotland**

www.kiltarlityandkirkhill.org.uk

Receipts and Payments Account

Year to 31 December 2023

Congregation No: 372161

Charity No: SC003866

Kiltarlity and Kirkhill Church of Scotland Year End 31st December 2023

Reference and Administration Information

Charity Name: Kiltarlity & Kirkhill Church of Scotland
Charity Registration Number: SC003866
Congregation Reference No: 372161
Contact Address: Anneliese Garvie (Treasurer)
Bracken House
Hughton
Kiltarlity
Inverness-shire
IV4 7JJ

Trustees

Rev. Andrew Kuzma: Wardlaw Manse, Kirkhill IV4 7XX
Les Bradley (Elder): Amon Sul, Foxhole, Kiltarlity IV4 7HT
Angela Cosens (Elder): Tigh na Sonas, Cabrich, Kirkhill IV5 7PJ
Angela Dunn (Elder): 'Glencairn', 21 Ruisaurie, Beauly, IV4 7EY
Simon Fraser (Elder): Achnagairn Farm, Kirkhill IV5 7PD
David Garvie (Elder): Bracken House, Hughton, Kiltarlity, IV4 7JJ
Avril Marr (Elder): Eilanreach House, Newtonhill, Lentrán, IV3 8RN
Iain Marr (Elder): Eilanreach House, Newtonhill, Lentrán, IV3 8RN
Margo MacLennan (Elder): 3 Megstone, Kiltarlity IV4 7HW
Markus Meier (Elder): Westerdale, Kirkhill IV5 7NB
Sheila J. Moir (Elder): Larach, Kiltarlity IV4 7HT
Ian D. Morrison (Elder): 1 Cabrich, Kirkhill, IV4 7PJ
Ellenor J. Thomas (Elder): 8 Priory Crescent, Beauly IV4 7GE

Principal Office-bearers

Minister: Rev. Andrew Kuzma
Session Clerk: David Garvie
Property Convenor (Kiltarlity): Hamish D. MacLennan: 3 Megstone, Kiltarlity IV4 7HW
Property Convenor (Kirkhill): Derek MacDonald: 8a Redcastle View, Kirkhill, IV5 7NN
Treasurer: Anneliese Garvie: Bracken House, Hughton, Kiltarlity, IV4 7JJ
Safeguarding Coordinator: Iain Clyne: An Aiseirigh, Cabrich, Kirkhill IV5 7PH
Health and Safety Officer: Les Bradley

Independent Examiner

David Scrimgeour
Birchgrove
Kirkhill
IV5 7PD

Bankers

Royal Bank of Scotland
Harbour Road
Inverness
IV1 1NU

Kiltarlity and Kirkhill Church of Scotland Year End 31st December 2023

Trustees' Annual Report

Structure, Governance and Management

Governing Document

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

Recruitment and Appointment of Trustees

Members of the Kirk Session are the charity trustees. The Kirk Session members are the active Elders of the church and are chosen from those members of the church who are considered to have the appropriate gifts and skills. Elders are ordained for life. The Minister, who is a member of the Kirk Session, is elected by the congregation and inducted by Presbytery of Inverness / Clèir Eilean Ì Presbytery.

Organisational Structure

The Kirk Session is responsible for regulating the church finances, managing and maintaining church property and overseeing the administration and spiritual affairs of the church and congregation. The Kirk Session has the authority to delegate any or all of these duties to a committee or sub-committee. The Kirk Session, chaired by the minister, meets approximately five times per year. Certain responsibilities are delegated to the Treasurer and the Session Clerk as appropriate.

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 and various ecumenical bodies in Scotland and beyond.

Worship: a service of worship is held each Sunday at 10.45am alternately in Kiltarlity church and Kirkhill church, both of which services currently may be accessed live on line by using YouTube. To comply with the current Presbytery Plan one of these buildings will have to close by the end of 2024. Holy Communion is celebrated at least twice each year.

Minister: Rev. Andrew Kuzma is the current minister.

"Messy Church" afternoon sessions were held periodically throughout the year.

The Firth of Beaulie Guild comprising members and adherents of the congregation and of the Congregation of Beaulie and Erchless has been established and meets regularly.

It was noted that the Presbytery of Inverness is to be amalgamated w.e.f. 01/01/2024 with the presbyteries of Argyll, Abernethy, Lochaber, Ross, Sutherland, Caithness, Lochcarron/Skye and Uist to form the new Clèir Eilean Ì Presbytery.

Education:

- a) A Junior Church for children up to S4 is held each Sunday. Up to 40 young people are involved in the life of the congregation, across all the various activities.

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- b) The committee formed jointly with Kiltarlity Free Church in partnership with “Young Life” (a Christian organisation with a remit to reach unchurched youth) remains in office. The congregation supports Young Life through prayer, financial donations and by contributing manpower.
- c) “Open the Book” programme at Tomnacross (Kiltarlity) and Kirkhill primary schools spreads the Gospel message through the medium of story and drama to children in P1 to 5 and activities will resume in 2024.
- d) The after-school “Friday Club” continues to operate successfully at Kiltarlity church led by Elder Sheila Moir assisted by a team of members, adherents, the “Open the Book” team and some parents. Around 30 Tomnacross primary school age children attend for games, crafts, art and music with a Christian content. This provides a service to parents and encourages use and awareness of our church building at Kiltarlity with some of the children participating in church activities.

Achievements and Performance

- Worship was conducted each Sunday throughout the year.
- The Kirk Session met on five occasions.
- There were 9 funerals, 3 baptisms and 3 weddings during the year.
- 3 new members have been added to the communion roll and there were 3 deletions. At year end the roll stood at 96 communicants with 28 adherents.
- A Watchnight service was held on Christmas Eve in Kirkhill church.
- A well-attended successful Nativity play was held in each church.
- Coffee and tea are served after worship to foster fellowship.
- A regular newsletter “The Anchor” is published serving the parish.
- The parish continues to operate the website www.kiltarlityandkirkhill.org.uk.
- A very successful “Friday Club” is run every Friday – see detail under ‘Education’.
- Well-attended coffee mornings are held each week in Kirkhill church.
- Inverness / Clèir Eilean Ì Presbytery’s Mission Plan is under continuous consideration by the Kirk Session.
- Angie Cosens, Lenora Meier, Drew Kuzma and Les Bradley have been attending Inverness Presbytery’s course on discipleship and mission run by “Cairn Learning Communities”.
- Iain Clyne, Lenora Meier and Margie Kuzma completed the “Local Congregational Preacher and Worship Leader Training Course” provided by Inverness Presbytery and are qualified to preach to the congregation.
- The Minister has undertaken a three year Masters Degree course at Highland Theological College.
- A pastoral care team has been created – Angie Dunn is convenor.
- A property team has been created – Les Bradley is convenor.

Financial Review

The principal sources of income are donations and weekly offerings, income tax recovered thereon and investment income. Offerings, including donations from weddings and funerals, over the year were £45,223 up by £4,856 when compared with the previous year. There are 2 people contributing through the Free Will Offering envelope scheme and 40 by standing order. Advantage is being taken of the Gift Aid Small Donations Scheme. Claims for Gift Aid rebate totalling £17,101 were made during the year (covering 2023 and part of 2022, so this revenue will not be repeated to the same extent). Advantage is taken when applicable of the Listed Places of Worship Grant Scheme for the recovery of VAT.

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Reserves Policy

The trustees aim to hold cash reserves of at least six months general expenditure. At the year end the church held unrestricted cash funds of £32,573. The locally held Reserve Fund has been designated for property maintenance and general purposes and has been invested in Growth units with The Church of Scotland Investors Trust. The locally held Fabric Fund is invested partly in Growth units and partly in Income units with the Trust. Funds held on behalf of the congregation by C of S General Trustees are shown in the Appendix to these accounts and can be applied only to maintenance and repair of the church and manse and related expenditure as approved by the General Trustees. No extraordinary fabric expenditure is anticipated in 2024.

Statement of Trustees' Responsibilities

The members of the Kirk Session must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Church during the financial year. The members of the Kirk Session 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 and the Regulations Anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007. 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 on 12th February 2024

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Rev. Andrew Kuzma, Minister

.....

Anneliese Garvie, Treasurer

Kiltarlity and Kirkhill Church of Scotland Year End 31st December 2023

Independent Examiner's Report to the Trustees of Kiltarlity & Kirkhill Church of Scotland

I report on the accounts of the charity for the year ended 31 December 2023.

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.

.....

Name: David Scrimgeour

Address: Birchgrove, Kirkhill, Inverness, IV5 7PD

Date:

Kiltarlity and Kirkhill Church of Scotland Year End 31st December 2023

Receipts and Payments Account

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £	
Receipts						
Donations	3	66,232	-	-	66,232	46,748
Activities for Generating Funds		-	-	-	-	-
Interest Received	4	-	-	-	-	-
Rents from Land & Buildings	5	-	-	-	-	840
Investment Income	6	528	752	176	1,457	1,302
Other Income	7	2,123	-	-	2,123	-
		68,883	752	176	69,812	48,890
Payments						
Cost of Generating Funds	8	-	-	-	-	-
Charitable Activities	8	51,749	-	-	51,749	50,311
		51,749	-	-	51,749	50,311
Surplus / Deficit of Funds		17,134	752	176	18,062	- 1,420

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Statement of Balances

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
Bank & Deposit Balances						
<i>Unrestricted Funds</i>						
General Funds		28,116	-	-	28,116	12,241
<i>Designated Funds</i>						
Designated Reserve Fund		12,256	-	-	12,256	12,256
Messy Church		232	-	-	232	282
Youth Ministry Account		397	-	-	397	1,017
Tuesday Coffee Morning Account		3,531	-	-	3,531	684
Guild Account		297	-	-	297	287
Total Unrestricted Funds		44,830	-	-	44,830	26,767
<i>Restricted Funds</i>						
Locally Held Fabric Account		-	16,776	-	16,776	16,776
Total Restricted Funds		-	16,776	-	16,776	16,776
<i>Endowment Funds</i>						
John MacDonald Bequest		-	-	549	549	549
Dr Duncan Fraser Bequest		-	-	1,628	1,628	1,628
Ned Fletcher Bequest		-	-	4,748	4,748	4,748
Total Endowment Funds		-	-	6,924	6,924	6,924
Total Bank & Deposit Balances		44,830	16,776	6,924	68,530	50,467
Other Assets						
Gift Aid Receivable					8,000	8,000

The accounts were approved by the Kirk Session on 12 February 2023

For and behalf of the Kirk Session

Rev. Andrew Kuzma

Anneliese Garvie (Treasurer)

Kiltarlity and Kirkhill Church of Scotland Year End 31st December 2023

Notes to the Accounts

1 Trustees' remuneration and related party transactions

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

2 Movement in funds

	At 01.01.23 £	Receipts £	Payments £	Transfers £	At 31.12.23 £
Unrestricted Funds					
General Funds	12,241	65,904	50,029	-	28,116
Designated Funds					
Designated Reserve Fund	12,256	-	-	-	12,256
Messy Church	282	20	70	-	232
Youth Ministry Account	1,017	-	620	-	397
Tuesday Coffee Morning Account	684	3,464	617	-	3,531
Guild Account	287	423	413	-	297
Total Unrestricted Funds	26,767	69,812	51,749	-	44,830
Restricted Funds					
Locally held fabric fund	16,776	-	-	-	16,776
Endowment Funds					
John MacDonald Bequest	549	-	-	-	549
Dr Duncan Fraser Bequest	1,628	-	-	-	1,628
Ned Fletcher Bequest	4,748	-	-	-	4,748
	6,924	-	-	-	6,924
Transfer from Kiltarlity	-	-	-	-	-
Total funds	50,468	69,812	51,749	-	68,530

Purposes of Designated Funds

- * Designated Reserve Fund: The Trustees have set aside these funds for the maintenance of the Church and manse and for general purposes.
- * Messy Church Account: The Trustees have set aside these funds for Messy Church.
- * Youth Ministry Account: The Trustees have set aside these funds for children and youth work.
- * Tuesday Coffee Morning Account: The Trustees have set aside these funds for the purchase of items to enhance the ambience and fabric of the Church.
- * Guild Account: The Trustees have set aside funds for the furtherance of Guild activities.

Purposes of Endowment funds

- * There are no restrictions on the use of the income or capital of the Bequests.

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Notes to the Accounts (contd.)

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
3 Donations					
Free Will Offering (Non gift aid)	2,500	-	-	2,500	12,769
Free Will Offering (With gift aid)	32,707	-	-	32,707	21,191
Open Plate	4,579	-	-	4,579	2,959
Donations & Offerings	2,407	-	-	2,407	338
Weddings & Funerals	3,030	-	-	3,030	3,110
Gift Aid Tax recovered	17,101	-	-	17,101	5,093
	<u>62,324</u>	<u>-</u>	<u>-</u>	<u>62,324</u>	<u>45,460</u>
<i>Congregational Organisations</i>					
Messy Church	20	-	-	20	442
Youth Ministry	-	-	-	-	540
Tuesday Coffee Morning	3,464	-	-	3,464	305
Guild	423	-	-	423	-
	<u>66,232</u>	<u>-</u>	<u>-</u>	<u>66,232</u>	<u>46,748</u>
3a Donations & Offerings					
General Donations	2,227	-	-	2,227	241
Special Collections	180	-	-	180	98
	<u>2,407</u>	<u>-</u>	<u>-</u>	<u>2,407</u>	<u>338</u>
4 Interest Received					
General Fund	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
5 Rents from Land & Buildings					
Rent from Hire of Halls	-	-	-	-	840
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>840</u>
6 Investment Income					
Designated Reserve Fund	528			528	484
Locally Held Fabric Fund		752		752	656
John MacDonald Bequest			-	-	-
Dr Duncan Fraser Bequest			45	45	41
Ned Fletcher Bequest			131	131	120
	<u>528</u>	<u>752</u>	<u>176</u>	<u>1,457</u>	<u>1,302</u>
7 Other Income					
Life & Work Subscriptions	85	-	-	85	-
VAT Recovered	-	-	-	-	-
GT Grant for Removal Expenses	2,038	-	-	2,038	-
	<u>2,123</u>	<u>-</u>	<u>-</u>	<u>2,123</u>	<u>-</u>

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Notes to the Accounts (contd.)

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
8 Analysis of Payments					
Cost of Generating Funds					
Offering Envelopes	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Charitable Activities					
Ministries & Mission	22,885	-	-	22,885	26,097
Presbytery Dues	513	-	-	513	253
Minister's Expenses	1,021	-	-	1,021	1,554
Manse Costs	5,551	-	-	5,551	4,338
Pulpit Supply	181	-	-	181	216
Church Magazine	-	-	-	-	92
Licences	621	-	-	621	384
Hospitality	-	-	-	-	35
Cleaning	1,512	-	-	1,512	703
Organist Fees	1,800	-	-	1,800	1,600
Repairs & Maintenance	2,400	-	-	2,400	1,046
Electricity	9,219	-	-	9,219	8,522
Telephone & Internet	496	-	-	496	691
Insurance	3,280	-	-	3,280	3,048
Church Garden	423	-	-	423	227
Life & Work	126	-	-	126	228
Messy Church	70	-	-	70	160
Youth Work	620	-	-	620	690
Tuesday Coffee Morning	617	-	-	617	240
Flowers	-	-	-	-	41
Guild	413	-	-	413	-
Other Expenses	-	-	-	-	145
	<u>51,749</u>	<u>-</u>	<u>-</u>	<u>51,749</u>	<u>50,311</u>
8a Ministries & Mission					
Allocation	25,480	-	-	25,480	29,126
Less - Endowment Income	-	-	-	-	2,596
Less - Presbytery Allowance	-	-	-	-	433
	<u>22,885</u>	<u>-</u>	<u>-</u>	<u>22,885</u>	<u>26,097</u>
8b Manse Costs					
Repairs & Improvements	2,177	-	-	2,177	888
Council Tax	2,519	-	-	2,519	2,668
Telephone	856	-	-	856	783
	<u>5,551</u>	<u>-</u>	<u>-</u>	<u>5,551</u>	<u>4,338</u>
8c Youth Work					
General	386	-	-	386	-
Youth Group / YLI	160	-	-	160	690
Friday Club	74	-	-	74	-
	<u>620</u>	<u>-</u>	<u>-</u>	<u>620</u>	<u>690</u>

Kiltarlity and Kirkhill Church of Scotland Year End 31st December 2023

Notes to the Accounts (contd.)

9 Minister's Stipend

All Church of Scotland congregations contribute to the National Stipend Fund which bears the costs of all the Ministers' stipends & employer's contribution for national insurance, pension and housing loan fund. Ministers' stipends are paid in accordance with the national stipend scale, which relates to years of service. For the year under review the minimum stipend was £30,135 & the maximum stipend (in the 5th and subsequent years) £37,032.

10 Investments held	Cost	Market Value 2023	Market Value 2022
Designated Reserve Fund (Unrestricted)			
Reserve fund - 4,404 units C of S Investors Growth Fund	12,256	25,675	23,782
Locally Held Fabric Fund (Restricted)			
2,103 units C of S Investors Growth Fund	5,853	12,260	11,356
1,000 units C of S Investors Income Fund	<u>10,923</u>	<u>10,960</u>	<u>10,560</u>
	16,776	23,220	21,916
Endowments			
John MacDonald Bequest	549	-	-
Dr Duncan Fraser Bequest - 375 C of S Trust Growth Funds	1,628	2,186	2,025
Ned Fletcher Bequest - 1,094 C of S Trust Growth Funds	4,748	6,378	5,908
	<u><u>35,957</u></u>	<u><u>57,460</u></u>	<u><u>53,630</u></u>

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Funds held on behalf of the Congregation by the Church of Scotland General Trustees

	2023 £	2022 £
Capital Account		
Opening balance held at 1st January at cost	18,417	18,417
Realised Gain	534	
Closing balance held at 31st December	<u>18,950</u>	<u>18,417</u>
Market value at 31st December	<u>26,430</u>	<u>28,182</u>
Revenue Account		
Opening balance at 1st January	26,000	24,566
Rental income	-	-
Interest earned	893	126
Dividend	840	293
Correcting Entry from GTs		771
Transfer from Capital Account	-	253
	<u>27,734</u>	<u>26,009</u>
Administration Costs	38	8
Closing balance at 31st December	<u>27,695</u>	<u>26,000</u>

Note: A Correcting Entry of £771.34 has been applied to the 2022 Revenue Account and this affects the previously stated 2022 balance of £25,229. The GTs had identified some technical issues in the year and were undertaking a full review of all Consolidated Fabric Fund Revenue accounts (Fund 50). This review was ongoing when the statements were issued last year, and some further correcting adjustments were made after the statements were issued. The correction of £771.34 recognises some unallocated rent from 2021 and a small amount of interest.