

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended
30 September 2015
for**

**Scottish United Reformed and
Congregational College**

DCH Carslaw CA
MacMillan Craig, Chartered Accountants
Festival Business Centre
150 Brand Street
Glasgow
G51 1DH

**Scottish United Reformed and
Congregational College**

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for the Year Ended 30 September 2015**

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**Scottish United Reformed and
Congregational College**

**Report of the Trustees
for the Year Ended 30 September 2015**

The trustees present their report with the financial statements of the charity for the year ended 30 September 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

SC004318

Principal address

113 West Regent Street
Glasgow
G2 2RU

Trustees

Rev Dr J Dyce BA, LLB, MA(Ed) MSc, DipEd, FCIPD	Principal
Miss M Rose, Chair	Chairperson
M Kirkbride BSc, FCIB	Treasurer
Rev S Brown BSc, BD	Secretary

Independent examiner

DCH Carslaw CA
MacMillan Craig, Chartered Accountants
Festival Business Centre
150 Brand Street
Glasgow
G51 1DH

Solicitors

Margaret Day MA LLB
Gillespie Macandrew LLP
5 Atholl Crescent
EDINBURGH
EH3 8EJ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The College has origins dating back to 1811 and is governed by a constitution.

Recruitment and appointment of new trustees

Interim vacancies for trustees are filled by the existing trustees until the following Annual Meeting of the College. Trustees are thereafter elected at the Annual General Meeting in line with the constitution.

Induction and training of new trustees

New trustees are given on-going guidance to ensure that they are familiar with the College's values, aims and objectives together with its day to day operations, in addition to clarifying their statutory responsibilities as trustees of the charity.

Organisational structure

The affairs of the College are governed by the Annual General Meeting which determines overall policy. Responsibility for implementing policy is delegated to the College Management Committee and the Principal is accountable to this committee for academic leadership and for the management of the college's life within said policies. Limited delegated financial powers have been agreed to ensure effective administration of the College.

Risk management

The Management Committee have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to identify and mitigate the exposure to risk. Our main risks are: a financial crisis impacting the value of investments which provide a substantial element of resources; a critical dependency on one external funder (United Reformed Church) and the College has recognised that there is a key person risk.

**Scottish United Reformed and
Congregational College**

**Report of the Trustees
for the Year Ended 30 September 2015**

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal task of the College is to train men and women for ministry in the United Reformed and Congregational Churches.

Significant activities

The College is a charity with educational purposes for the preparation and on-going learning of the ministry of the Church within the United Reformed Church and Congregational Churches. It is recognised by the United Reformed Church Assembly as a resource centre for learning. Under a partnership agreement, it provides education and training services for the Synod of Scotland of the United Reformed Church for the development and support of the ministry of the whole people of God.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

In the course of this year, the College has been responsible for initial ministerial education with ordinands entrusted to it by the United Reformed Church, including direct educational delivery, liaison with educational partners and management of placements. It makes provision for ministerial continuing education through direct delivery of educational courses, educational guidance to ministers and others in authorised ministries, management of learning programmes and educational grants and educational advice to the church.

Investment performance

The investment fund has reduced in value over the year by 7% which the trustees consider to be a satisfactory performance in the light of stock market conditions noting that the FTSE index reduced by 8% in the same period.

FINANCIAL REVIEW

Reserves policy

The long term aim of the Management Committee is that year on year the running costs of the College should be met from recurring revenue sources. Unrestricted funds should be held at a level that emergency expenses can be incurred promptly in the interests of, for example, health and safety. The College's unrestricted funds exceed the short term requirements outlined above.

Principal funding sources

The College's principal source of external funding is education fees for students which increased by 12% during the year. Investment income is shown in note 2.

Investment policy and objectives

The College's investments are managed on a discretionary basis by stockbrokers Speirs & Jeffrey. The instructions given are for a policy of balancing income and capital growth. The policy on investment was reviewed during the year and appropriate action taken to bring our holdings back within risk appetite. The College, following Union, considered it appropriate to adopt the wider United Reformed Church Policy on investment and refuse to invest in organisations which generate a significant proportion of their profit from the sale or production of alcohol, tobacco and weapons. This policy was renewed during 2013 and will be next formally reviewed in 2016.

FUTURE DEVELOPMENTS

The College will continue to be responsive to the needs of churches and ministers. Working closely with our partners it is clear that due to strategic decisions and evolving environment the college has to be ready to react to rapid change in the needs of the church for training and education. The trustees believe that our flexible programme approach and partnering with other Scottish Educational establishments places us well to continue to meet our charitable objectives through provision of education.

Approved by order of the board of trustees on 5 March 2016 and signed on its behalf by:

Miss M Rose, Chair - Trustee

**Independent Examiner's Report to the Trustees of
Scottish United Reformed and
Congregational College**

I report on the accounts for the year ended 30 September 2015 set out on pages four to ten.

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's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was 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 seeking explanations from you as 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 connection with 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 to 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.

DCH Carslaw CA
MacMillan Craig, Chartered Accountants
Festival Business Centre
150 Brand Street
Glasgow
G51 1DH

5 March 2016

**Scottish United Reformed and
Congregational College**

**Statement of Financial Activities
for the Year Ended 30 September 2015**

	Notes	Unrestricted fund £	Restricted fund £	Endowment fund £	30.9.15 Total funds £	30.9.14 Total funds £
INCOMING RESOURCES						
Incoming resources from generated funds						
Voluntary income		195	-	-	195	240
Investment income	2	28,563	-	-	28,563	28,743
Incoming resources from charitable activities						
Delivery of educational services	3	50,097	-	-	50,097	44,558
Total incoming resources		<u>78,855</u>	-	-	<u>78,855</u>	<u>73,541</u>
RESOURCES EXPENDED						
Charitable activities						
Delivery of educational services	4	89,705	-	-	89,705	91,925
Governance costs	6	2,100	-	-	2,100	2,100
Total resources expended		<u>91,805</u>	-	-	<u>91,805</u>	<u>94,025</u>
NET INCOMING/(OUTGOING) RESOURCES						
		(12,950)	-	-	(12,950)	(20,484)
Other recognised gains/losses						
Gains/losses on investment assets		(52,281)	-	-	(52,281)	11,258
Net movement in funds		(65,231)	-	-	(65,231)	(9,226)
RECONCILIATION OF FUNDS						
Total funds brought forward		640,145	65,964	7,650	713,759	722,985
TOTAL FUNDS CARRIED FORWARD		<u><u>574,914</u></u>	<u><u>65,964</u></u>	<u><u>7,650</u></u>	<u><u>648,528</u></u>	<u><u>713,759</u></u>

The notes form part of these financial statements

**Scottish United Reformed and
Congregational College**

**Balance Sheet
At 30 September 2015**

	Notes	Unrestricted fund £	Restricted fund £	Endowment fund £	30.9.15 Total funds £	30.9.14 Total funds £
FIXED ASSETS						
Tangible assets	9	346	-	-	346	692
Investments	10	546,210	65,964	7,650	619,824	671,201
		<u>546,556</u>	<u>65,964</u>	<u>7,650</u>	<u>620,170</u>	<u>671,893</u>
CURRENT ASSETS						
Debtors	11	1,738	-	-	1,738	4,273
Cash at bank		29,729	-	-	29,729	41,136
		<u>31,467</u>	<u>-</u>	<u>-</u>	<u>31,467</u>	<u>45,409</u>
CREDITORS						
Amounts falling due within one year	12	(3,109)	-	-	(3,109)	(3,543)
		<u>28,358</u>	<u>-</u>	<u>-</u>	<u>28,358</u>	<u>41,866</u>
NET CURRENT ASSETS						
		<u>574,914</u>	<u>65,964</u>	<u>7,650</u>	<u>648,528</u>	<u>713,759</u>
TOTAL ASSETS LESS CURRENT LIABILITIES						
		<u>574,914</u>	<u>65,964</u>	<u>7,650</u>	<u>648,528</u>	<u>713,759</u>
NET ASSETS						
		<u><u>574,914</u></u>	<u><u>65,964</u></u>	<u><u>7,650</u></u>	<u><u>648,528</u></u>	<u><u>713,759</u></u>
FUNDS						
Unrestricted funds	13				574,914	640,145
Restricted funds					65,964	65,964
Endowment funds					7,650	7,650
					<u>648,528</u>	<u>713,759</u>
TOTAL FUNDS						
					<u><u>648,528</u></u>	<u><u>713,759</u></u>

The financial statements were approved by the Board of Trustees on 5 March 2016 and were signed on its behalf by:

Miss M Rose, Chair-Trustee

M Kirkbride BSc, FCIB-Trustee

The notes form part of these financial statements

**Scottish United Reformed and
Congregational College**

**Notes to the Financial Statements
for the Year Ended 30 September 2015**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities and Trustee Investment (Scotland) Act 2005 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Donations received with a restricting covenant attached have been dealt with in the appropriate fund.

Income from investments is included in the year in which it is receivable.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 33% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for the following:

Property Reserve Fund: Restricted to be used on upkeep of property.

Bursary Funds: Restricted to be used for the provision of assistance to students under the auspices of the College

Permanent Endowment Funds:

Miss Baxter's Endowment Account: Restricted for use in respect of expenses of the College Principal.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Investments

Investments are shown at market value with the exception of the College feu duties and ground annuals which are shown at cost. Net realised and unrealised gains and losses are included in the statement of financial activities.

**Scottish United Reformed and
Congregational College**

**Notes to the Financial Statements - continued
for the Year Ended 30 September 2015**

2. INVESTMENT INCOME

	30.9.15	30.9.14
	£	£
Dividends received	22,812	23,262
Property income distribution	460	252
Deposit account interest	38	24
Loan stock interest	5,253	5,205
	<u>28,563</u>	<u>28,743</u>

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

		30.9.15	30.9.14
	Activity	£	£
Seminars and courses	Delivery of educational services	5,550	4,080
Student education funds	Delivery of educational services	43,171	37,153
Reimbursement of principal's expenses	Delivery of educational services	1,376	3,325
		<u>50,097</u>	<u>44,558</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 5)	Totals
	£	£
Delivery of educational services	89,705	89,705
	<u>89,705</u>	<u>89,705</u>

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	30.9.15	30.9.14
	£	£
Staff costs	64,118	62,799
Printing, publications, postage	431	786
Sundries	3,143	3,623
Principal's travel and subsistence	2,908	6,630
Honoraria	3,402	1,701
Library	393	366
Student costs	12,961	11,599
Travel, committee and college staff	528	960
Seminars and courses	1,475	3,115
Depreciation	346	346
	<u>89,705</u>	<u>91,925</u>

6. GOVERNANCE COSTS

	30.9.15	30.9.14
	£	£
Accountancy	2,100	2,100
	<u>2,100</u>	<u>2,100</u>

**Scottish United Reformed and
Congregational College**

**Notes to the Financial Statements - continued
for the Year Ended 30 September 2015**

7. TRUSTEES' REMUNERATION AND BENEFITS

The principal, John Dyce, is a trustee of the College. During the year he received a salary of £43,638 (2014: £42,711), and had pension contributions made of £3,905 (2014: £3,905).

Trustees' expenses

The charity met individual expenses incurred by one trustee for services provided to the charity during the year. The total of these expenses was £120 (2014: £120) for telephone and £1,411 (2014: £3,623) for travel.

8. STAFF COSTS

	30.9.15	30.9.14
	£	£
Wages and salaries	56,792	55,583
Social security costs	3,421	3,311
Other pension costs	3,905	3,905
	<u>64,118</u>	<u>62,799</u>

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

30.9.15	30.9.14
3	3
<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 October 2014 and 30 September 2015	<u>28,221</u>	<u>1,038</u>	<u>29,259</u>
DEPRECIATION			
At 1 October 2014	28,221	346	28,567
Charge for year	-	346	346
At 30 September 2015	<u>28,221</u>	<u>692</u>	<u>28,913</u>
NET BOOK VALUE			
At 30 September 2015	<u>-</u>	<u>346</u>	<u>346</u>
At 30 September 2014	<u>-</u>	<u>692</u>	<u>692</u>

10. FIXED ASSET INVESTMENTS

	30.9.15	30.9.14
	£	£
Shares	619,656	671,033
Other	168	168
	<u>619,824</u>	<u>671,201</u>

**Scottish United Reformed and
Congregational College**

**Notes to the Financial Statements - continued
for the Year Ended 30 September 2015**

10. FIXED ASSET INVESTMENTS - continued

Additional information as follows:

	Listed investments £	Cash and settlements pending £	Totals £
MARKET VALUE			
At 1 October 2014	671,032	-	671,032
Additions	905	6,829	7,734
Disposals	(9,203)	-	(9,203)
Revaluations	(49,907)	-	(49,907)
	<u>612,827</u>	<u>6,829</u>	<u>619,656</u>
NET BOOK VALUE			
At 30 September 2015	<u>612,827</u>	<u>6,829</u>	<u>619,656</u>
At 30 September 2014	<u>671,032</u>	<u>-</u>	<u>671,032</u>

There were no investment assets outside the UK.

Investments (neither listed nor unlisted) were as follows:

	30.9.15 £	30.9.14 £
Feu duties	50	50
Ground annuals	118	118
	<u>168</u>	<u>168</u>

The historical cost of fixed assets investments as at 30 September 2015 was £526,366 (2014: £534,864).

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.9.15 £	30.9.14 £
Fees due from Trust	1,738	4,273
	<u>1,738</u>	<u>4,273</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.9.15 £	30.9.14 £
Trade creditors	-	1
Social security and other taxes	1,009	1,332
Accrued expenses	2,100	2,210
	<u>3,109</u>	<u>3,543</u>

**Scottish United Reformed and
Congregational College**

**Notes to the Financial Statements - continued
for the Year Ended 30 September 2015**

13. MOVEMENT IN FUNDS

	At 1.10.14 £	Net movement in funds £	At 30.9.15 £
Unrestricted funds			
General fund	640,145	(65,231)	574,914
Restricted funds			
Restricted funds	65,964	-	65,964
Endowment funds			
Permanent Endowment	7,650	-	7,650
TOTAL FUNDS	<u>713,759</u>	<u>(65,231)</u>	<u>648,528</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	78,855	(91,805)	(52,281)	(65,231)
TOTAL FUNDS	<u>78,855</u>	<u>(91,805)</u>	<u>(52,281)</u>	<u>(65,231)</u>

**Scottish United Reformed and
Congregational College**

**Detailed Statement of Financial Activities
for the Year Ended 30 September 2015**

	30.9.15 £	30.9.14 £
INCOMING RESOURCES		
Voluntary income		
Donations - including Friends of College	195	240
Investment income		
Dividends received	22,812	23,262
Property income distribution	460	252
Deposit account interest	38	24
Loan stock interest	5,253	5,205
	28,563	28,743
Incoming resources from charitable activities		
Seminars and courses	5,550	4,080
Student education funds	43,171	37,153
Reimbursement of principal's expenses	1,376	3,325
	50,097	44,558
Total incoming resources	78,855	73,541
RESOURCES EXPENDED		
Charitable activities		
Wages	56,792	55,583
Social security	3,421	3,311
Pensions	3,905	3,905
Printing, publications, postage	431	786
Sundries	3,143	3,623
Principal's travel and subsistence	2,908	6,630
Honoraria	3,402	1,701
Library	393	366
Student costs	12,961	11,599
Travel, committee and college staff	528	960
Seminars and courses	1,475	3,115
Computer equipment	346	346
	89,705	91,925
Governance costs		
Accountancy	2,100	2,100
Total resources expended	91,805	94,025
Net expenditure before gains and losses	(12,950)	(20,484)

This page does not form part of the statutory financial statements

**Scottish United Reformed and
Congregational College**

**Detailed Statement of Financial Activities
for the Year Ended 30 September 2015**

	30.9.15 £	30.9.14 £
Realised recognised gains and losses		
Realised gains/(losses) on fixed asset investments	(2,374)	70,264
Net (expenditure)/income	<u>(15,324)</u>	<u>49,780</u>

This page does not form part of the statutory financial statements