

## **Scottish Episcopal Church – Diocese of Brechin**

**St Drostans Episcopal Church: Tarfside**  
**Know as; St Drostans Church and Lodge Tarfside**  
**Scottish Charity Number: SC007239**

### **Report of the Trustees for the year ending 31<sup>st</sup> August 2020**

The trustees present their annual report together with their financial statements for the year 2019 to 2020.

#### **Address of Principal office**

C/o; Secretary/Treasurer.

4, St Michaels Road, Newtonhill, Stonehaven, AB39 3RW

#### **Current Trustees**

A Management Committee of Trustees consisting of the following administers the charity;

During 2019 - 2020 these were;

Priest in Charge/booking secretary - Rev Jane Nelson

Member - Rev Michael Turner

Member - Miss Sandra Guthrie

Member - Mrs Carole Phelan

Member – Mr Kenneth Goddard

Member – Miss Susan Auld

Member – Mrs Lyn Marsh

Secretary/Treasurer - Mr Peter Nelson

Members of the Congregation appoint the trustees at an annual general meeting established by constitution and under the Canon Law of the Scottish Episcopal Church. There is no formal induction programme, but ongoing guidance is given to ensure that trustees are familiar with the Church's values, aims and responsibilities as designated trustees of a charity.

#### **Structure and Governance**

The Church of St Drostans is a church of the Scottish Episcopal Church, in full communion with the Anglican Church, and is a registered Scottish Charity (SC007239). The superior authority is the Bishop of Brechin.

The Trustees govern all of its affairs, and its constitutional form is that of an Unincorporated Association

The present constitution applies from 1<sup>st</sup> September 2009 and is available for inspection if required.

#### **Charitable Purpose**

The purpose is the advancement of religion. The principle activities include public worship in sacrament and prayer and the operation of a low cost self-catering lodge in the Church Grounds at Tarfside. This church hall, known as St Drostans Lodge is used to provide accommodation for groups and families wishing to visit Glen Esk, for the purpose of religious retreats, recreation and family visits.

It was a condition of funding support received from the Community Fund in 2002, that the Lodge is open to all, and this has been maintained, with visitors from many denominations, and of no particular faith, being welcomed. We have also welcomed children from socially deprived groups and special schools and since the modifications made in 2002, less able persons have been able to use the Lodge.

The fees received from the use of the Lodge are the largest source of income, although donations and sales of books and postcards make a significant contribution to funds.

#### **Activities and Achievements, and Future Plans**

The Coronavirus Pandemic and associated "Lockdown" have had a significant impact on the operation of the Lodge since March 2020. The Lodge was closed on the 18<sup>th</sup> March and had a limited, managed re-opening on 24<sup>th</sup> July, having had our proposals endorsed by Bishop Andrew. The proposals were based on Scottish Government Guidelines for the easing of lockdown measures for the Hospitality Sector and limited group composition to two

households, included social distancing whilst in the Lodge, new Sanitising stations and surface cleaning procedures, and additional pillow and mattress protectors. Clear warnings have been given about not visiting if showing any symptoms, and rooms, shower/toilets are allocated to specific people and their contact details recorded. The Church has remained closed since October 2019, because of the difficulties of ensuring sanitisation and cleaning between random visitors related to our very rural location.

Of the 21 groups who have had to cancel their visit, only one has requested a deposit refund. Other groups have carried over their plans to 2021 or 2022.

The overall numbers using the lodge were significantly lower this year, 301 compared to 783 last year. The number of separate visits by groups was 19, compared to 42 last year, a direct result of the Pandemic precautions.

Of the groups using the Lodge over the past year, two were directly related to the Diocese of Brechin, including the Lay Readers weekend in 2019, one other SEC church also used the Lodge, and three non SEC churches.

The largest user group category continued to be families, many of whom have been using the Lodge for generations although this is complemented by the "special user groups" who have a wide range of interests. The use by Yoga groups continued as did the use by TGO Challenge, Scottish Christian Hill Walkers, Bagpipers, Greek/Hebrew Bible studier's, along with attendance by Brownies, and Social Work groups. However, continued uncertainty over the exit from lockdown has led to some cancellations of bookings in 2021, including our major user group, the TGO challenge.

Unfortunately, we also had to cancel our annual July open day picnic and songs of praise.

Major unexpected items of expenditure included removal of two badly leaning Grey Poplar Trees (£804), repairs to the Lodge Boiler (£527), and provision of Sanitising Fluid and equipment (£347), and repairs to the main door lock and fire exit system (£297). Budgeted expenditure included purchase of new duvets, pillow and mattress protectors and the completion of the EPC energy survey for the parsonage.

The EPC survey showed that the Parsonage had a current rating of Grade E, which meets the April 2020 requirements. However all rented properties are required to meet Grade D by April 2025, and in order to meet these requirements, significant expenditure, between £10,000 - £14,000 will be required, to install the likes of underfloor insulation and additional wall insulation ( internal or external).

The Lodge heating boiler is also reaching the end of its life and replacement is likely to be in the order £5,000.

The external painting of the parsonage, purchase of new church gates, and provision of new underfloor hatches in the "east wing" of the lodge, have not been completed due to "lockdown" problems.

We also wish to thank Mrs Lyn Marsh for the washing and cleaning work, particularly the additional work associated with the sanitisation work associated with the Covid precautions on re opening the Lodge. Thanks also to Mr Ken Goddard for the maintenance work on the Lodge.

The Insurance values of the three buildings are inflation linked and are currently:

Lodge – ANSVAR	£762,501.00	24 <sup>th</sup> November 2019
Parsonage –ANSVAR	£1,080,416.00	31 <sup>st</sup> May 2020
Church – Ecclesiastical	£2,800,000.00	31 <sup>st</sup> May 2020

(\* the insurance company now states a "maximum" repair amount for the church)

#### **Trustee Remuneration and expenses**

No Expenses have been paid to Trustees.

The Charity pays Mrs Lyn Marsh for services related to laundry and cleaning against invoices provide each month end

### Reserves

Reserves are held in The Co-operative Community Direct Plus Account, which is not now interest paying on deposits less than £25,000, and the SEC Unit Trust Pool. These unrestricted reserves are held for items of major expenditure, improvements and repairs to the properties at Tarfside; Church, Lodge, Parsonage and associated grounds.

A strategic reserve is held the SEC Unit Trust Pool, which pays dividends twice per annum. Levels of strategic reserves are reviewed at the AGM when future budget expenditure is being considered, and at the AGM held in November 2015 it was agreed to purchase £5,000 worth of units in the SEC using cash from our current account.

The balance sheet shows current reserves to be carried forward of £9,982.78 (slightly more than the agreed budget figure of £8,804 mainly due to deferment of some maintenance and replacement activities), and units within the SEC pool which had a value of £18,190.44 June 2012, up from £15,091.97 in 2019.

### Surplus/Deficit

St Drostan's account shows a deficit of £4,090.66 (Budgeted £5,269) this year, mainly because of the Covid 19 Lockdown, incomplete projects (parsonage painting and church gates, lodge boiler), offset by unexpected costs as mentioned above.

Fee income was less than last year due by £10,106 again due to the Lockdown reducing "bed night" income to £6,819.

The levels of regular donations were also lower than previous years, likewise the Locum fees from the services which the Priest in Charge takes in Stonehaven, Muchalls and Aberdeen, again due to lockdown restrictions.

### Donated Facilities and Services

The Trustees are grateful for the time freely given by a small number of volunteers without whom it would be difficult for the charity to operate successfully. No other donated facilities or services were received.

### Statement of Trustees Responsibilities

The Trustees must prepare financial statements, which give sufficient detail to enable an appreciation of the transactions of the Church during the financial year. The Trustees are responsible for keeping proper accounting records, which, on request, must reflect the current 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 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the Church and must take reasonable steps for the prevention and/or detection of fraud or other irregularities.

Signed on behalf of the Trustees



P Nelson  
Secretary/Treasurer  
Date 7<sup>th</sup> September 2020

Statement of account and balances signed



P Nelson  
Secretary/Treasurer  
Date 7<sup>th</sup> September 2020