

# Diocese of Edinburgh Scottish Episcopal Church

**Scottish Charity Number SC001214** 

# Report and Accounts for the Year ended 31 December 2022

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#### Reference and administrative details

NAME OF CHARITY Diocese of Edinburgh Scottish Episcopal Church

(Edinburgh Diocesan Synod)

SCOTTISH CHARITY NUMBER SC001214

PRINCIPAL ADDRESS Edinburgh Diocesan Office

21A Grosvenor Crescent Edinburgh EH12 5EL

Email: office@edinburgh.anglican.org
Internet: www.edinburgh.anglican.org

STANDING COMMITTEE

(TRUSTEES)

For the purposes of charities law, the members of the Standing Committee are the Charity Trustees of the Diocese. As at the date of this report, the Trustees

and members of the Standing Committee were:

Ex officio: The Right Rev. Dr John Armes (Convenor)

The Very Rev. Frances Burberry (Dean) Mr Godfrey Robson (Diocesan Secretary)

Mr Ian Lawson (Treasurer)
Ms Pippa Snell (Registrar)

The Rev. Canon Dr. Sophia Marriage (Convenor, Mission & Ministry Committee)

Appointed by Synod: Mrs Victoria Elliott

The Rev. Rosie Addis The Rev. David Dixon

**CUSTODIAN TRUSTEES** The following were Custodian Trustees for the Diocese in respect of heritable

and moveable property:

The Right Rev. Dr John Armes (Bishop)
The Very Rev. Frances Burberry (Dean)
The Hon Lady Poole (Chancellor)
Ms Pippa Snell (Registrar)

SECRETARY Mr Godfrey Robson
TREASURER Mr Ian Lawson

ADMINISTRATOR Mr Simon Filsell

BANKERS Reliance Bank Ltd

Faith House, 23-24 Lovat Lane, London EC3R 8EB

SOLICITORS MacRoberts LLP (trading as Murray Snell)

10 George Street, Edinburgh EH2 2PF

AUDITORS Chiene + Tait LLP (trading at CT)

Chartered Accountants and Statutory Auditor

61 Dublin Street, Edinburgh EH3 6NL

# Report of the Standing Committee (Trustees' report) Year ended 31 December 2022

As Trustees of the Diocese of Edinburgh, the Standing Committee presents its report and the audited accounts of the Diocese for the year ended 31 December 2022. These have been prepared in accordance with applicable charities law and the requirements of "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 (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The primary charitable purpose of the Diocese is the advancement of religion and to provide public benefit. The main activities of the Diocese are the provision of spiritual, pastoral, administrative and financial support to its Charges (or local congregations) and their members in carrying out the ongoing mission of the Christian Church.

These activities are pursued through:

- assuring the regular availability of the Church's liturgy
- training and leadership in mission and ministry;
- conferences, retreats and educational events;
- support for youth and children's activities;
- grants to Charges to support mission activity;
- access to central administrative facilities.

#### Achievements and performance

2022 was the first full year of the "new normal" following the Covid lockdowns and general disruption. For the Diocese, it was a year of cautious opening up. Many people, particularly the elderly, were reluctant to return to Sunday attendance and so streaming of liturgies remained, and has now become, a fixture for many of our churches. But some congregations have recovered well and there were many encouraging early signs of new birth and energy.

One of these was an appreciation, of the need for better support of our clergy, identified by the newly-appointed Ministry Development Officer. This bore fruit in 2022 through new opportunities for continuing ministerial development and through the reestablishment, after a long hiatus, of an annual clerical review process. The Diocese recognised that progress in mission, though certainly not a reserved area for clergy, needs to start with a well supported and professionally competent clergy. The Province's decision to start in the current year to recover the real terms value of clerical stipends, was an important step (even if hardly well timed for vestry Treasurers).

Another big step forward came with Synod's agreement in October to call down substantial reserves to fund a program of renewal. Its focus will be on: supporting and developing Charges in current difficulties but which have good development prospects; extending mission effort into major areas of new housing and population growth; and supporting charges ministering in areas of social need. By the year end, significant progress was being made with the possibility of new projects launching in 2023.

There were also problems, one of which was the difficulties experienced by some vestries in attracting suitably experienced members to take on offices, and work continued to find ways to assist vestry treasurers. An application to the Benefact Trust was made specifically for this purpose.

Prudent financial management allowed the October Synod to approve a modest quota increase of 2.5% for 2023.

A full review of the activities of the year is given in the reports to Synod of the various committees, which are available from the Diocesan Office.

#### Report of the Standing Committee (continued)

#### Financial review

#### Sources of funding

The Diocese's main source of funding remains quota paid by Charges within the Diocese, accounting for around 62% of total expenditure requirements. Investment income provides a further 18%, with grants from the Scottish Episcopal Church around 14%. The remainder comes from donations and charges for events and administration services. These percentages exclude SEC grants that are paid directly on to third parties, notably grants to assist congregations with the cost of employing a curate.

#### Review of the financial position

The result for the year is shown, analysed between fund types, in the Statement of Financial Activities, with comparative figures for 2021 in note 14. Overall there was a surplus of £39k (2021 £93k).

Savings made as a result of the pandemic in 2021 had resulted in an unexpected surplus that year. A deficit was therefore budgeted for 2022. Quota, which had been temporarily reduced by 10% in 2021, was increased by only 2% in 2022, despite an expectation that costs would rise significantly as planned posts were filled. In the event, there was another surplus in the year, caused by a significant increase of 16% (2021: 12%) in distributions from the Unit Trust Pool, and by cost savings from staff departures during the year without immediate replacement.

Designated funds saw increased expenditure in 2022 as, for the first time in many years, budgeted mission grants were fully taken up by applications from Charges. Stipend support for the two new Borders Groupings, however, was reduced because one is currently in vacancy. Restricted funds show a larger surplus than in 2021 with the increase in UTP distributions and a holding back of potential grants to future periods when it is expected need may be greater.

The value of the Diocese's investment in the SEC Unit Trust Pool fell back in the year by 21% after two years of considerable growth (totalling 49%). The funds' performance over these three years since the start of the pandemic is still well ahead of the FTSE 100 and 250 share indices. Since the end of the year, the UTP unit price has recovered, rising in the three months to 31 March by 9.3%.

The resulting financial position of the Diocese is shown in the Balance Sheet on page 11. Total funds at 31 December 2022 amounted to £6.1m. Cash balances are relatively high at £397k, because the Diocese intends to invest up to £750k in growth projects over the next five years, and therefore does not wish to increase its exposure to market movements in the short to medium term.

#### Policy on investments

The Diocese retains all its securities investments in the Scottish Episcopal Church Unit Trust Pool (UTP). The investment policy of the UTP, which accords with that of the Standing Committee, is to earn a return on the assets, over the long term, sufficient at least to maintain the real value of the distribution to unit holders. The UTP Investment Committee recognises its responsibilities to optimise investment returns whilst striving to meet reasonable ethical investment expectations. It aims to invest in companies that will not only successfully develop their business financially in the interests of shareholders, but also demonstrate responsible employment and good corporate governance practices, are conscientious regarding environmental performance and human rights, and act with sensitivity to the communities in which they operate.

The Investment Committee has also adopted strict "negative" criteria as a significant element of the ethical investment policy. No direct investment will be made in companies whose main business is in any of the following restricted categories: armaments, gambling, tobacco and pornography. The Committee is committed to seeking to identify companies whose operational activities give rise to ethical concerns, and will positively engage with, and if deemed appropriate, disinvest from such companies whose securities are held within the investment portfolio.

#### Principal risks and uncertainties

The Standing Committee continues to review risks, uncertainties and mitigating measures, including at this time the challenges of rebuilding congregations as they emerge from Covid restrictions. The principal risks are:

- dependency on income from Charges, especially when rising costs are placing an extra burden upon them –
  this is managed through monitoring of receipts; review of Charges' annual accounts; and regular pastoral
  contact with Charges.
- reliance on investment performance all funds are with the Scottish Episcopal Church UTP, a balanced product with a focus on maintaining distributions. Its performance and risk profile are kept under review.
- the potential loss of key personnel the Diocese continues in its aim of ensuring that critical tasks are capable of being performed by more than one Diocesan official, or through the use of external agencies.

#### Report of the Standing Committee (continued)

#### Financial review (continued)

Policy on reserves

Restricted reserves, arising from endowments or from gifts for specific purposes, are invested as appropriate and utilised only in accordance with the wishes of the donor or the purposes for which they were raised.

Designated reserves consist of three types:

- Past sums granted to or earmarked by the Diocese with the intention that they be invested to generate income to further the general activities of the Diocese. Because the income may be used for general purposes these reserves are not treated as 'restricted'.
- Funds used to purchase or improve the Episcopal residence. This fund is equal to the carrying value in tangible fixed assets of land and buildings.
- Sums arising from exceptional income such as the sale of church properties, and earmarked by the Standing Committee for special purposes within the Diocese.

Remaining reserves – in the General Fund - are available to meet the day-to-day operations of the Diocese. These reserves are required to meet a number of important obligations, which include payment of stipends and salaries to central and diocesan personnel, maintenance of the diocesan office and its facilities, and support of diocesan Charges in their mission.

Accordingly, Standing Committee considers it necessary to retain a sum in the General Fund sufficient to provide working capital to cover day-to-day expenditure and to enable its responsibilities to be discharged in the event of any significant interruption or reduction in its income, so as to enable the Diocese to maintain its current level of activities for a reasonable period until replacement funding can be obtained. In line with other charitable bodies of similar size and level of financial commitment, the Standing Committee seeks to maintain a minimum of 3 months' average annual expenditure in freely available reserves.

At 31 December 2022 the minimum requirement of 3 months budgeted general fund expenditure amounted to £158k (2021: £149k). Freely available reserves at the same date (general fund excluding tangible assets) amounted to £262k (2021: £254k). This represents 22 weeks' expenditure (2021: 22 weeks).

#### Plans for future periods

The new year started in a spirit of optimism and confidence in new growth arising from the new financial support initiatives agreed by the October 2022 Synod, which seem likely to see new initiatives launched in 2023.

The Diocese will become increasingly involved in the climate change initiatives being spear-headed by the Scottish Episcopal Church, which aim to achieve a position of Net Zero Carbon emissions by 2030. Given the age and historic importance of many of the church buildings in the Diocese, this will be a considerable challenge. Financial assistance was given in 2022 to fund the cost of Energy Performance Certificates for rectories. Future actions will involve the recruitment of a specialist member of staff to project manage the process of achieving Net Zero.

#### Structure, governance and management

The Diocese is an unincorporated association, governed by a Constitution (the 'Administrative Scheme'), and subject to Canon Law of the Scottish Episcopal Church and Resolutions of its General Synod.

Founded in 1633, the Diocese is one of seven dioceses of the Scottish Episcopal Church, part of the Anglican Communion. The Diocese covers an area comprising Edinburgh, the Lothians, Scottish Borders and Falkirk. The Bishop of Edinburgh is chief pastor to over 50 Charges, or local congregations, within this area. Congregational Charges within the Diocese are separate registered charities, and their transactions do not form part of these accounts. Charges in the Diocese are grouped into seven areas. Each has an Area Council, comprised of the lay representative and clergy representative and one other lay person for each Charge in the area. The councils further the work of the Church in their area and act as a channel of communication between the congregations and Synod in both directions. Area Councils are required by the Constitution to meet at least three times each year.

#### Report of the Standing Committee (continued)

#### Structure, governance and management (continued)

The principal governing body of the Diocese is Diocesan Synod, which meets at least once each year to receive reports, appoint committees and officials, and transact any other business referred to it. Its membership comprises: the Bishop; all instituted, licensed or commissioned clergy in the Diocese; a Lay Representative elected by each Charge; diocesan officials; and members of the laity licensed to a specific duty within the Diocese.

Between meetings of Synod, the Standing Committee acts as Executive Committee of the Diocese. It is responsible for managing and safeguarding the assets of the Diocese. It implements Synod decisions, supervises diocesan committees and communications between them, and considers business raised by Charges within the Diocese. It is required by the Constitution to meet at least three times each year.

For the purposes of charities law, the members of the Standing Committee are the Trustees of the Diocese; all are appointed or elected from within the Diocese and its Charges. The Convenor of the Standing Committee is the Bishop, who is elected by representatives of Charges in the Diocese. The Vice convenor is a lay person appointed by the Standing Committee from within its membership. Two clerical and two lay members are elected by the Diocesan Synod. The elected members have a four-year term of office. The Dean, Registrar, Secretary, Treasurer, and Convenors of the Mission and Ministry Committee and the Finance and Management Committee are members ex officio. The Standing Committee has power to fill ad interim vacancies occurring between meetings of Synod.

The names of the current Trustees at the date of this report are shown on page 2, together with their dates of appointment if after 1 January 2022. New members of the Standing Committee are provided with an induction pack and receive relevant support for their role on appointment.

The remuneration of personnel is determined on the basis of a simple three-grade scale compiled during the year by the Diocese's Personnel Committee and approved by the Standing Committee. The scale is consistent with scales established by the General Synod of the Scottish Episcopal Church.

The Standing Committee has three pendant committees. The Mission and Ministry Committee exists to encourage, accompany and resource local congregations and individuals on their journey of faith. Its remit also includes ministerial development. The Finance and Management Committee is concerned with the administration and day-to-day finances of the Diocese. It is responsible for the preparation of budgets and cash flows, the setting of quota levels from Charges, and the preparation of the annual accounts. Each committee has a number of subsidiary committees reporting to it. In 2022 a new subcommittee was formed to liaise with congregations and the Province on climate change issues, and to advise Standing Committee on how to achieve net zero carbon emissions across the Diocese by 2030.

#### Reference and administrative details - see page 2.

#### **Appreciation**

The members of the Standing Committee would like to thank all those who contribute their time, energy and money so generously to ensure that the Diocese can continue to provide a central support and common link point to all the Charges within the Diocese.

ON BEHALF OF THE TRUSTEES

**¥** John Edenburgen

The Right Rev. Dr John Armes

Edenburgen.

Convenor, Standing Committee

5 June 2023

# Statement of responsibilities of the Members of the Standing Committee

The Members of the Standing Committee, as charity trustees, are responsible for preparing the Annual Report and the Accounts in accordance with applicable law and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The law applicable to charities in Scotland requires the members of the Standing Committee to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Diocese and of its income and expenditure for that period. In preparing these accounts members of the Standing Committee are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities Statement of Recommended Practice:
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Diocese will continue in operation.

The members of the Standing Committee are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Diocese and enable them to ensure that the accounts comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the Administrative Scheme for Edinburgh Diocesan Synod.

The members of the Standing Committee are also responsible for safeguarding the assets of the Diocese and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The members of the Standing Committee are responsible for the maintenance and integrity of the charity and financial information included on the diocesan website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.

# Independent auditor's report to the Standing Committee



#### **Opinion**

We have audited the accounts of the Diocese of Edinburgh Scottish Episcopal Church for the year ended 31 December 2022which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the accounts:

- give a true and fair view of the state of the Diocese of Edinburgh's affairs as at 31 December 2022 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

#### Basis for opinion/

# Independent auditor's report to the Standing Committee (continued)



#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the accounts section of our report. We are independent of the Diocese of Edinburgh in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the accounts, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the accounts is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Diocese of Edinburgh's ability to continue as a going concern for a period of at least twelve months from when the accounts are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

#### Other information

The other information comprises the information included in the annual report of the Standing Committee, other than the accounts and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the accounts does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the accounts or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Accounts (Scotland) Regulations 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept; or
- the accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit; or
- the information given in the Report of the Standing Committee is inconsistent in any material aspect with the accounts.

#### **Responsibilities of Standing Committee**

As explained more fully in the Statement of Responsibilities of the Members of the Standing Committee (as charity trustees), the trustees are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing/

# **Independent auditor's report to the Standing Committee (continued)**



#### Responsibilities of Standing Committee (continued)

In preparing the accounts, the trustees are responsible for assessing the Diocese of Edinburgh's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### Auditor's responsibilities for the audit of the accounts

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with regulations made under that Act.

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- A review of manual adjustments made in coming to the accounts would identify any unusual adjustments.
- Through gaining a detailed understanding of the business and operations this allowed for identification of irregularities.
- Analytical review of figures against expectation in order to assess movements which may be caused by irregularities or fraud.
- Specific consideration was given to transactions with related parties.
- Fixed assets were suitably tested for potential impairment.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the accounts or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the accounts, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: http://www.frc.org.uk/auditorsresponsibilities This description forms part of our auditor's report.

#### Use of our report

This report is made solely to the Standing Committee as the charity's Trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body. for our audit work, for this report, or for the opinions we have formed.

CT
Chartered Accountants and Statutory Auditor
61 Dublin Street
Edinburgh EH3 6NL

16 June 2023

CT is eligible to act as an auditor in terms of section 1212 of the Companies  $Act\ 2006$ 

# **Statement of Financial Activities**

### Year ended 31 December 2022

		Unrestricted Funds			Total Funds	
		General	Designated	Restricted		
		Fund	Funds	Funds	2022	2021
	Note	£	£	£	£	£
Income from						
Donations and legacies	3	13,796	800	1,586	16,182	33,390
Charitable activities						
Quota receiveable from Charges		484,346	-	-	484,346	474,849
General Synod grant funding		-	-	109,239	109,239	157,364
Other grants and funding		-	-	3,406	3,406	13,617
Other charitable activities	3	18,134	-	-	18,134	14,987
		502,480	-	112,645	615,125	660,817
Trading activities	3	6,563	-	-	6,563	11,840
Investment income	3	80,331	55,689	7,643	143,663	124,082
Total income		603,170	56,489	121,874	781,533	830,129
Expenditure on:						
Charitable activities						
Quota payable to General Synod		266,090	-	-	266,090	237,360
Lambeth Conference		4,572	6,000	-	10,572	
Office of Bishop and Dean		96,867	-	13,920	110,787	113,338
Mission and ministry activities		63,962	-	46,428	110,390	75,556
Grants and bursaries	4	3,065	50,059	46,343	99,467	171,274
Information and communications	6	11,823	-	-	11,823	8,969
Support costs		111,971	-	-	111,971	113,388
Governance		21,085			21,085	17,247
Total expenditure		579,435	56,059	106,691	742,185	737,132
Net operating income/(expenditure)	)	23,735	430	15,183	39,348	92,997
Gains/(losses) on investment assets		(17,793)	(1,196,162)	(68,513)	(1,282,468)	527,226
Net income/(expenditure)		5,942	(1,195,732)	(53,330)	(1,243,120)	620,223
Reconciliation of funds						
Total funds at 1 January 2022		257,980	6,669,970	416,653	7,344,603	6,724,380
Total funds at 31 December 2022		263,922	5,474,238	363,323	6,101,483	7,344,603

All income and expenditure derive from continuing activities. All income, gains, expenditure and losses recognised in the period are included above.

 $Comparative\ information\ for\ all\ fund\ values\ presented\ above\ is\ given\ in\ note\ 14.$ 

The notes on pages 13 to 22 form part of these accounts

# **Balance Sheet**

# As at 31 December 2022

		2022	2022	2021
	Note	£	£	£
Fixed assets				
Tangible assets	8		929,898	931,997
Investments	9		4,725,021	6,007,488
			5,654,919	6,939,485
Current assets				
Debtors	10	116,018		97,153
Cash at bank and in hand	<u>-</u>	397,063		346,967
		513,081		444,120
Liabilities				
Creditors: amounts falling due within one year	11 _	66,517		39,002
Net current assets			446,564	405,118
Total net assets			6,101,483	7,344,603
Diocesan funds	12			
Restricted funds	12		363,323	416,653
Unrestricted funds			303,323	110,000
Designated funds			5,474,238	6,669,970
General fund			263,922	257,980
Total funds			6,101,483	7,344,603

APPROVED FOR ISSUE BY THE STANDING COMMITTEE (TRUSTEES) ON 5 JUNE 2023 AND SIGNED ON THEIR BEHALF BY

**¥** John Edenburgen

The Right Rev. Dr John Armes

Convenor, Standing Committee

# Statement of cash flows

### Year ended 31 December 2022

		2022		2021	
	Note	£	£	£	£
Cash flows from operating activities					
Net cash (used)/generated in operating activities	13		(81,167)		7,189
Cash flows from investing activities					
Dividends, interest and rents from investments		131,263		117,405	
Proceeds on disposal of investments		-		-	
Net cash provided by investing activities	_		131,263		117,405
Change in cash and cash equivalents in the year			50,096		124,596
Cash and cash equivalents					
At 1 January 2022			346,967		222,371
At 31 December 2022		=	397,063	=	346,967
Analysis of cash and cash equivalents					
Cash at bank and in hand		_	397,063	-	346,967

Accounting Standards require the Cash Flow Statement to be accompanied by an 'Analysis of Changes in Net Debt'. 'Net Debt' means debt finance less cash. The Diocese had no debt finance during 2022 and therefore its net debt is simply the negative of its cash balances. Accordingly, the change in net debt is apparent from the Statement of Cash Flows above.

# Notes to the accounts Year ended 31 December 2022

#### 1. Accounting policies

#### a) General information and basis of preparation of accounts

The Diocese of Edinburgh, whose registered office is at 21A Grosvenor Crescent, Edinburgh, EH12 5EL, is an unincorporated charity registered in Scotland and constitutes a public benefit entity as defined by FRS 102. These accounts have been prepared under the historical cost convention, as modified by the revaluation of investment assets, and in accordance with:

- the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102);
- the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with FRS 102, and
- the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### b) Going concern

The accounts have been prepared on a going concern basis. The members of the Standing Committee have assessed the ability of the Diocese to continue as a going concern and, notwithstanding the adverse effect that the coronavirus pandemic may have on its income, have reasonable expectation that it has adequate resources to continue in operational existence for the foreseeable future, and for at least 12 months from the date of approving the accounts. They thus continue to adopt the going concern basis of accounting in preparing these accounts.

#### c) Fund accounting

Unrestricted funds may be used at the discretion of Standing Committee to further any of the purposes of the Diocese, including to supplement expenditure from restricted funds. Standing Committee may choose to set aside part of the unrestricted funds as a designated fund for a particular future project or commitment.

Restricted funds can lawfully only be used for the purpose specified by the donor or resulting from the terms of an appeal. Some restricted funds may be capital funds in that only the income of the fund may be expended to further the objectives of the Diocese.

Details concerning the main funds of the Diocese are given in note 12.

#### d) Recognition of income

Income is recognised in the statement of financial activities when the Diocese becomes entitled to the income, where there is probability of receipt, and where its monetary value, including any associated costs, can be measured reliably. Income is deferred where it relates to activities or services in a later accounting period.

#### e) Recognition of expenditure

Expenditure is accounted for on an accruals basis, being recognised when there is a legal or constructive obligation to pay, where it is probable that settlement will be required, and where the amount can be measured or estimated reliably.

Costs of investment management and costs incurred on commercially let property, if any, are separately shown as *Expenditure on raising funds*. All other costs are shown as *Expenditure on charitable activities*, comprising costs directly incurred in undertaking the charitable objectives of the Diocese together with stipend support costs and grants awarded to congregations and individuals. Expenditure relating to the social investment property has been reclassified as expenditure on charitable activities because the primary purpose of the property is not to raise funds (see notes 1(k) and 9).

Liability for grants payable is recognised at the time of the grant being awarded.

Governance costs represent the costs associated with general running of the Diocese as opposed to costs associated with charitable activities. These include external scrutiny, legal advice, Synod and committee meetings, amounts paid to diocesan officials, and other costs associated with constitutional and statutory requirements. They include costs associated with strategic as opposed to day to day management of activities.

#### f) Allocation of support and governance costs

The Diocese has one sole activity, namely the mission and ministry of the Christian Church. Therefore, support costs (including governance) are presented as an additional component of expenditure on charitable activities without apportionment to specific projects.

# Notes to the accounts Year ended 31 December 2022

#### 1. Accounting policies (continued)

#### g) Leases

Rentals paid under operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged as an expense on a straight line basis over the period of the lease, even if the payments are not made on such a basis.

#### h) Taxation

The Diocese is a registered Scottish charity and therefore exempt from tax on income and gains applied to charitable purposes. Basic rate UK income tax is recoverable in respect of gift-aided donations. The Diocese is not registered for Value Added Tax and is therefore unable to reclaim VAT incurred on costs. Expenditure is shown in the Accounts gross, including irrecoverable VAT.

#### i) Tangible fixed assets

Heritable property is valued at cost to the Diocese. The Standing Committee considers that the cost of carrying out a professional valuation to include properties in the accounts at valuation would be disproportionate to any additional benefit derived by users of these accounts. The properties are not depreciated in the accounts as residual value is deemed sufficiently high that any depreciation would be immaterial.

Fittings are written off to revenue in the year of acquisition.

*Equipment* with a purchase price greater than £2,000 is capitalised and depreciated over its assessed useful economic life on a straight-line basis. Other equipment is written off to revenue in the year of acquisition.

#### j) Financial instruments

The Diocese carries only basic financial assets and liabilities. These may comprise investments in securities, amounts receivable and payable, and cash deposited with banks. Financial assets and liabilities are initially valued at cost; subsequently, investment assets are valued at market valuation (excluding any costs of realisation or disposal) and other assets and liabilities are valued at the best estimate of settlement amount.

#### k) Investment assets

The Diocese owns one social investment property: a former church building, St Andrew's, Niddrie, which is leased to a community arts group. The Diocese intends to continue to use this asset to support community and social projects in the area. This asset is recorded in the accounts with a notional value of £100.

Investments in securities and unit trusts are recorded at market valuation.

#### l) Gains and losses

Realised gains and losses on security investments are calculated as the difference between the net sales proceeds and their valuation at the start of the year (or subsequent cost) and are recognised in the statement of financial activities in the year of disposal.

Unrealised gains and losses represent the movement in market valuation during the year and are recognised in the statement of financial activities based on market valuation at the year end.

#### m) Retirement benefits

The Scottish Episcopal Church operates a defined benefit non-contributory pension scheme. The Diocese pays contributions to this multi-employer scheme in respect of its stipendiary clergy and administrative staff. Contributions to the scheme are set at rates designed to spread the cost of pensions over the working lives of its members, and are charged in the accounts on a due and payable basis. The rate of contributions is determined by a qualified actuary. The amount of the charge for the year is disclosed in note 5.

# Notes to the accounts Year ended 31 December 2022

#### 2. Related party transactions

The nature of the Diocese requires that it has many financial transactions with the General Synod of the Scottish Episcopal Church and with Charges in the Diocese. Members of the Diocesan Standing Committee are connected with their respective local church congregations and certain members are also members of Boards and Committees of the General Synod, therefore these bodies are related parties under FRS 102, and transactions with them are "related party transactions". The governance procedures of the Diocese and of General Synod require that members of all Boards and Committees declare their interest in any grant or loan application prior to its discussion by the Board or Committee.

The Diocese pays quota to and receives grants from General Synod, as shown in the accounts, and it rents office space from General Synod at a cost of £20,189 per annum (2021: £20,189). The Diocese also receives quota from and pays grants to individual congregations. A central payroll bureau service and use of central office facilities are offered to congregations, for which nominal charges are made. Amounts due by and to congregations are shown in aggregate in notes 10 and 11 to the Accounts.

FRS 102 requires disclosure of material related party transactions and year end balances with related parties. In the case of the accounts of the Diocese, these are for the most part separately disclosed in the statement of financial activities, the balance sheet or in the notes to the accounts. To reduce the volume of information given, FRS 102 permits aggregation of transactions of a similar nature. This practice has been followed in relation to quota from local congregations, and transactions with Charges in respect of the payroll bureau service.

Six independent Trust Funds also qualify as related parties in that the majority of their trustees are also trustees of the Diocese, and their purposes overlap with those of the Diocese. However, in the opinion of the Standing Committee, the degree of control is not sufficient to require the accounts of the Trusts to be consolidated within the accounts of the Diocese. There was one transaction during the year with a trust fund – a grant of £800 received from Miss Frances J Langland's Trust. (See notes 3 and 11)

Apart from these Trust Funds, the total amount of unconditional donations received from trustees or other related parties was £1,320 (2021: £1,320).

#### 3. Additional information on income

**Donations and legacies** in the General Fund includes a generous grant of £9,543 (2021: £12,689) from The Benefact Trust (formerly Allchurches Trust) to assist with the costs of mission development work.

The donation in Designated Funds was from Miss Frances J Langland's Trust, a fund administered by the Diocese. Its purpose is to provide general support to the Scottish Episcopal Church. (See note 11).

Restricted Funds donation income comprises a generous donation of £1,024 towards youth and children's ministry together with smaller donations for needy congregations. In 2021, donations of £12,532 were received for the Diocese's Covid Relief Fund by way of voluntary additional quota.

Other charitable activities income comprises charges for attendance at conferences and courses.

*Trading activities* consist of the provision of printing and payroll administration services to congregations within the Diocese and others.

**Investments** - income in the General Fund includes interest on cash deposits of £593 (2021: £87). All other investment income totalling £143,070 (2021: £123,995) derives from holdings in the Scottish Episcopal Church Unit Trust Pool (UTP), allocated between funds as follows:

	2022	2021
	£	£
UTP income		
General Fund	79,738	69,107
Designated funds	55,689	48,264
Restricted funds	7,643_	6,624
	143,070	123,995
Bank interest	593	87
	143,663	124,082

# Notes to the accounts (continued) Year ended 31 December 2022

#### 4. Grant making activities

	General	Designated	Restricted		
	Fund	funds	funds	2022	2021
	£	£	£	£	£
Grants to congregations					
Provincial curate grants	-	-	45,360	45,360	36,685
Covid, recovery and renewal	-	-	-	-	77,117
Stipend support	-	23,776	-	23,776	31,421
Mission and building projects	-	20,033	-	20,033	2,113
Walker Trust cathedral grant	-	-	-	-	9,538
Other	19,990	1,000	-	20,990	5,150
Grants or bursaries to individuals	2,975	5,250	-	8,225	9,250
	22,965	50,059	45,360	118,384	171,274

#### 5. Staff costs and key management personnel

	2022	2021
Staff costs	£	£
Gross stipends and salaries	140,235	122,779
Social security costs	6,441	6,550
Employer's contributions to defined benefit pension scheme	40,508	34,716
	187,184	164,045

	Average headcount		Full time eq	ıuivalent
	2022	2021	2022	2021
Average number of employees in year	No	No	No	No
Clergy (Bishop)	1.0	1.0	1.0	1.0
Mission and ministry	1.5	1.1	0.9	8.0
Administration and communications	4.3	3.2	3.0	2.4
	6.8	5.3	4.9	4.2

No employee received emoluments greater than £60,000 in either year.

#### Key management personnel

The Diocese considers its key management personnel to comprise the members of the Standing Committee. No Trustee or member of the Standing Committee received remuneration or benefits in respect of service as trustee. The following members of the Standing Committee received remuneration in respect of other service to the Diocese:

The Right Rev. Dr John Armes	Stipend as Bishop £41,310; pension contributions £8,868
Mr Ian Lawson (Treasurer)	Payment for accounting services £7,000
Ms Pippa Snell (Registrar)	Payment for legal services £6,000

Remuneration paid to the Bishop conforms to scales determined by the General Synod of the Scottish Episcopal Church. Remuneration for service as Bishop also includes the benefit of rent-free residential accommodation, in respect of which the Diocese pays Council Tax.

No expenses were paid to trustees during either year.

No other trustee received remuneration in any respect, nor reimbursement of expenses in respect of performance of duties as trustee.

# Notes to the Accounts (continued) Year ended 31 December 2022

#### 5. Staff costs and key management personnel (continued)

#### Retirement benefits

All employees of the Diocese are eligible to join the Scottish Episcopal Church Pension Fund which is a non contributory defined benefit scheme. The Diocese is unable to identify its share of the underlying assets and liabilities of the Fund on a consistent and reasonable basis and so accounts for its contributions as if the scheme were a defined contribution scheme.

The contribution rate in the year of 32.2%, paid by the Diocese, was first set in 2014. The triennial actuarial review of the Fund at 31 December 2020 estimated the Fund had a surplus of £5.7m and recommended no change in the contribution rate.

No outstanding pension contributions were payable by the Diocese to the Pension Fund at either 31 December 2021 or 2022.

#### 6. Operating lease rental expenditure and commitments

Diocesan office expenditure includes the following payments of operating lease rentals:

	2022	2021
	£	£
Amounts payable in respect of:		
Hire of plant and machinery	2,232	321
Other operating leases	22,718	22,640
	24,950	22,961

At 31 December 2022 the total future minimum lease payments in respect of non-cancellable operating leases were as follows:

	L
Amounts payable:	
Not later than one year	23,476
Later than one year and not later than five years	4,464
Later than five years	
	27,940

In addition, the Diocese has a contingent liability in respect of a lease entered into with City of Edinburgh Council in October 2008 for the rental of office property on behalf of St Mungo's Balerno. All rentals under the lease are paid by St Mungo's which also holds a property reserve comprised of cash and investments in security for the Diocese. The potential liability for future rentals at 31 December 2022 up to the next breakpoint in the lease was £20,250 (2021: £47,250). No provision has been made in the accounts for this contingency because the likelihood of any liability arising is remote.

#### 7. Auditors' remuneration

Net operating income is stated after charging £6,290 (2021: £4,290) in respect of auditing services. No other fees were paid or payable to the auditors for any other services to the Diocese (2021: £nil).

# Notes to the accounts (continued) Year ended 31 December 2022

#### 8. Tangible fixed assets

	Land & Buildings	Office Equipment	Total
	G		
	£	£	£
Cost			
At 1 January 2022	927,799	23,935	951,734
Additions	-		-
At 1 January and 31 December 2022	927,799	23,935	951,734
Accumulated depreciation			
At 1 January 2022	-	19,737	19,737
Charge for year	<u> </u>	2,099	2,099
At 31 December 2022	-	21,836	21,836
Net Book Value			
At 31 December 2022	927,799	2,099	929,898
At 31 December 2021	927,799	4,198	931,997

The Diocese owns the Bishop's residence which is shown here at historic cost and is not depreciated. No impairment provision has been made in the accounts as the Standing Committee believes that the value of the property is in excess of the book value.

#### 9. Investment assets

	Social investment property £	SEC Unit Trust Pool £	Total £
Cost or valuation			
Carrying value at 1 January 2022	100	6,007,388	6,007,488
Disposal proceeds		-	-
Unrealised loss on revaluation		(1,282,467)	(1,282,467)
Carrying value at 31 December 2022	100	4,724,921	4,725,021

The social investment property is the former St Andrew's Church, Craigmillar which is leased to Craigmillar Now, a community arts group. The Diocese has representation on the board of Craigmillar Now and has use of an office in the property for the purposes of furthering its mission in that part of Edinburgh. Because the primary purpose of holding the property is not the generation of rental income, costs of £1,378 (2021: £3,164) relating to landlord's insurance and expenditure incurred in bringing the property to a lettable condition have been classified in the Statement of Financial Activities as mission and ministry activities.

All other investments are held in the Scottish Episcopal Church Unit Trust Pool and are shown at market valuation. The diocese's investment policy is set out in the Trustees' Report. The analysis of the unrealised loss on revaluation between funds is shown in note 12.

# Notes to the Accounts (continued) Year ended 31 December 2022

#### 10. Debtors

	2022	2021
Due within one year	£	£
Amounts recoverable from Charges for:		
Management of rented rectories	11,397	-
Quota	2,441	225
Payroll and printing recharges	21,464	1,072
	35,302	1,297
Accrued investment income	79,166	66,766
Prepayments	1,550	11,597
	116,018	79,660
Due after more than one year		
Congregational loan	-	17,493
	116,018	97,153

# 11. Creditors: amounts falling due within one year

	Due to			
	Charges	Other	2022	2021
	£	£	£	£
Grants awarded but not yet paid	13,300	-	13,300	5,000
Amounts due to separate Trust Funds		18,754	18,754	19,180
Taxation and social security	-	-	-	416
Other creditors	1,674	9,600	11,274	2,277
	14,974	28,353	43,327	26,873
Accruals and deferred income	8,469	14,720	23,189	12,129
	23,443	43,074	66,517	39,002

#### Trust funds

The Diocese administers six independent trust funds. The transactions of these trusts pass through the Diocese's bank account and money held on behalf of the trusts at 31 December 2022 is therefore included in creditors.

The Walker Trust is the largest of these. Its trustees are the Bishop, the Dean, the Diocesan Secretary and two independent trustees. The Walker Trust awarded a grant to the Diocese in March 2021 amounting to £12,717. The equivalent grant in 2022 was awarded directly to the Cathedral and so does not feature in these accounts. The diocesan property trustees comprise the trustees of the remaining five small trusts.

#### 12. Funds and summary of fund movements

Analysis of net assets between funds	General Fund	Designated Funds	Restricted Funds	Total Funds
· ,	£	£	£	£
Tangible fixed assets	2,099	927,799	-	929,898
Investments	65,653	4,406,949	252,419	4,725,021
Net current assets	196,171	139,490	110,904	446,565
	263,923	5,474,238	363,323	6,101,484

A comparative table for 2021 is at note 14 (c)

### Notes to the accounts (continued) Year ended 31 December 2022

#### 12. Funds and summary of fund movements (continued)

#### Summary of movements in significant funds

		Net operating			
	Brought forward	income/ (expense)	Gains/ (losses)	Transfers	Carried forward
	£	£	£	£	£
Restricted Funds					
Bishop's discretionary fund	195,494	3,189	(35,571)	-	163,112
Pitcairn Library fund	32,665	599	(5,372)	-	27,891
Funds for specific Charges	102,457	2,127	(19,058)	-	85,526
Walker Bursary Fund	60,382	825	(7,395)	-	53,812
Other restricted funds	25,655	8,444	(1,116)	-	32,983
	416,653	15,184	(68,513)	-	363,323
Unrestricted funds					
Designated capital funds					
Home mission funds	3,242,005	-	(692,108)	-	2,549,897
Overseas mission funds	22,770	-	(4,860)	-	17,909
Episcopal residence fund	927,799	-	-	-	927,799
Designated revenue funds					
Diocesan projects funds	2,477,396	430	(499,192)	-	1,978,634
	6,669,970	430	(1,196,161)	-	5,474,239
General Fund	257,980	23,734	(17,793)	-	263,920
	6,927,950	24,164	(1,213,953)	-	5,738,160
Total funds	7,344,603	39,348	(1,282,466)	-	6,101,484

A comparative table for 2021 is included at Note 14(d).

#### **Restricted Funds**

The Bishop's discretionary fund provides grants for the benefit of individual diocesan clergy and also assists other beneficiaries and projects. The Pitcairn Library Fund is held for the improvement of the Cathedral library.

Funds for the benefit of specific Charges relate to the Charges at Livingston and Rosslyn.

The Walker bursary fund receives grants from the Walker Trust for the advancement of the Scottish Episcopal Church. Before 2019, grants were awarded specifically to fund educational bursaries.

Other restricted funds represent a number of small disparate funds.

#### **Unrestricted funds**

Home and overseas mission funds hold investments which provide income to support the mission and activities of the Diocese. The related investment income is therefore treated as unrestricted in the Statement of Financial Activities.

The Episcopal residence fund represents the net book value of the Episcopal residence.

Designated revenue funds can only be used to assist the Diocese, and Charges within it. Grants are awarded for mission projects (the St Hilda's Fund), buildings maintenance (the St Andrew's Fund), and in cases of financial hardship.

# Notes to the Accounts (continued) Year ended 31 December 2022

13. Re	econciliation of <b>1</b>	net income (6	expenditure]	) to net cash flo	ow from op	erating activities
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	2022 £	2021 £
Net (expenditure)/income for the reporting period	-	_
(as shown in the Statement of Financial Activities)	(1,243,120)	620,223
Adjustments for non cash transactions and investing or financing activities		
Add back depreciation charges	2,099	2,099
Add back loss/(deduct gain) on investment assets	1,282,468	(527,226)
Deduct dividends, interest and rents from investments	(143,663)	(124,082)
	1,140,904	(649,209)
Changes in non-cash balances		
(Increase)/decrease in debtors (excluding accrued interest)	(6,465)	59,478
Increase/(decrease) in creditors	27,514	(23,302)
	21,049	36,175
Net cash (used)/generated in operating activities	(81,167)	7,189

# 14. Fund information in respect of comparative figures

(a) Income and expenditure - 2021	General	Designated	Restricted	2021
	Fund	Funds	Funds	Total
Income - 2021	£	£	£	£
Income from donations and legacies	16,249	558	16,583	33,390
Quota due by charges	474,849	-	-	474,849
General Synod grant funding	-	-	157,364	157,364
Other grants and funding	-	-	13,617	13,617
Other charitable activities	14,987	-	-	14,987
Charges for printing, payroll etc	11,840	-	-	11,840
Income from investments	69,194	48,264	6,624	124,082
	587,119	48,822	194,188	830,129
Expenditure - 2021				
Costs of raising funds	-	-	-	-
Quota paid to General Synod	237,360	-	-	237,360
Office of Bishop and Dean	101,898	-	11,440	113,338
Mission and ministry activities	30,997	-	44,559	75,556
Grants and bursaries	4,300	36,390	130,584	171,274
Information and communications	8,969	-	-	8,969
Support costs	113,388	-	-	113,388
Governance	17,247	-	-	17,247
	514,159	36,390	186,583	737,132
Net operating income/(expenditure) - 2021	72,960	12,432	7,605	92,997
Gains on investment assets - 2021	7,315	491,745	28,166	527,226
Transfer between funds	(3,000)	3,000	-	_
Net movement in funds - 2021	77,275	507,177	35,771	620,223

# Notes to the accounts (continued) Year ended 31 December 2022

# 14. Fund information in respect of comparative figures (cont'd)

(b) Movement in funds - 2021	General	Designated	Restricted	2021
	Fund	Funds	Funds	Total
	£	£	£	£
Net movement in funds - 2021	77,275	507,177	35,771	620,223
Funds brought forward at 1 January 2021	180,705	6,162,793	380,882	6,724,380
Total Funds at 31 December 20201	257,980	6,669,970	416,653	7,344,603
-				
(c) Analysis of net assets between funds - 2021				
Tangible fixed assets	4,198	927,799	-	931,997
Investments	83,446	5,603,110	320,932	6,007,488
Net current assets	170,336	139,061	95,721	405,118
	257,980	6,669,970	416,653	7,344,603

# (d) Summary of movements in significant funds - 2021

	Brought forward	Net operating income/ (expense)	Gains/ (losses)	Transfers	Carried forward
	£	£	£	£	£
Restricted Funds					
Bishop's discretionary fund	178,969	1,902	14,623	-	195,494
Pitcairn Library fund	29,937	519	2,208	-	32,664
Funds for specific Charges	92,777	1,844	7,836	-	102,457
Walker Bursary Fund	57,342	-	3,040	-	60,382
Other restricted funds	21,856	3,340	459	-	25,655
	380,882	7,605	28,166	-	416,653
Unrestricted funds					
Designated capital funds					
Home mission funds	2,957,478	-	284,527	-	3,242,005
Overseas mission funds	20,771	-	1,999	-	22,770
Episcopal residence fund	927,799	-	-	-	927,799
Designated revenue funds	-				-
Diocesan projects funds	2,256,745	12,432	205,219	3,000	2,477,396
	6,162,793	12,432	491,745	3,000	6,669,970
General Fund	180,705	72,960	7,315	(3,000)	257,980
	6,343,498	85,392	499,060	-	6,927,950
Total funds - 2021	6,724,380	92,997	527,226	-	7,344,603

An explanation of the purposes and restrictions relating to funds is given in Note 12.