

**Edinburgh Bible College**

**Trustees' Report and Accounts**

**Year ended 31 July 2015**

**Scottish Charity No. SC043657**

# Edinburgh Bible College

## Contents of the Accounts *for the Year Ended 31 July 2015*

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# Edinburgh Bible College

## Charity Information for the Year Ended 31 July 2015

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### Trustees

Rev David Andrew  
Mr Ewen Evans  
Rev Dr David H G Greenaway  
Mr Donald Matheson  
Rev Dr Alexander M Roger  
Rev Iain Shaw (Appointed 29 January 2015)  
Rev David S Randall (Appointed 25 March 2015)

### Office Bearers

Rev John D Brand (Principal)  
Rev Dr Alexander M Roger (Chairperson)  
Rev Dr David H G Greenaway (Vice-Chairperson)  
Mr Eric A Purves (Secretary)

### Principal Office and OSCR contact address

PO Box 28830  
Edinburgh  
EH14 9BG

### Bankers

The Co-Operative Bank  
P O Box 250  
Skelmerdale  
WN8 6WT

### Independent Examiner

Alan Cunningham, C.A.  
Alexander Sloan  
Chartered Accountants  
38 Cadogan Street  
Glasgow  
G2 7HF

# Edinburgh Bible College

## **Trustees' Report and Accounts** for the Year Ended 31 July 2015

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The Trustees present their Report and Accounts for the charity for the accounting year ended 31 July 2015.

### **Status of Charity and Governing Document**

Edinburgh Bible College ("the charity") is a Scottish Charitable Incorporated Organisation (SCIO) (No. SC043657) established on 18 December 2012 and governed by its Constitution.

### **Organisational structure**

The structure of the organisation consists of:

- The Trustees – who are the organisation's only members.
- The Board of Directors – who control the activities of the organisation; for example, the Board is responsible for monitoring the teaching and for monitoring and controlling the financial position of the organisation.
- The Council of Reference, drawn from amongst local churches and from wider afield in such areas as Christian ministry, teaching, education, literature and business – who have the right to attend Annual General Meetings and any Special Meeting. They have an advisory role under the Constitution - they may suggest people to serve as Trustees, inform succession planning and development of the activities of the College, and advise on any useful changes to the Constitution over time.

The Board of Directors ("the Board") is made up of the Trustees and the Principal of the College.

The Principal is responsible for the day to day management and direction of the College and is directly accountable to the Trustees.

### **Trustees and Office Bearers**

The Trustees and Office Bearers who served during the year are listed on Page 1.

### **Appointment of Trustees**

The Board's procedure in relation to considering a person nominated for the role of Trustee is as follows. If the nominated person is considered to be suitable and has the required skills and experience, the Principal would meet with the person in order to (1) explain the ethos and workings of the College (2) assess the person's eligibility as a potential Trustee and (3) ensure the person's awareness of a Trustee's statutory responsibilities. The nominated person would be given time to reflect on the role of Trustee and, assuming no reason debarring involvement, the nominated person would be invited to attend the next Board meeting as an observer. Thereafter, the nominated person would meet with the Chairman, Vice-Chairman and the Principal to further explore the role and involvement of a Trustee. Details of this meeting would be conveyed to the other members of the Board and, in the event of a unanimous decision by the Board, the nominated person would be invited to become a Trustee.

The Trustees serve voluntarily and meet quarterly.

### **Objectives and Activities**

The aim of Edinburgh Bible College shall be to promote the advancement of education and religion which is achieved through equipping God's people for God's purposes by training in Scotland and wider afield through personal interaction and distance learning in the teaching of the Bible and historic doctrines of the Christian faith. This will focus on and be structured to encourage their spiritual growth and equip them for effective Christian ministry.

**Achievements and Performance**

A significant milestone was reached at the end of June 2015 when our first two Diploma in Theology students graduated. Their achievements were suitably marked along with those of two online students in the States who had gained the Diploma in Expository Preaching.

Throughout the College year we worked in partnership with Grace Community Church in Broxburn, working alongside them as we engaged in street café evangelism; so assisting a local church while at the same time giving our students practical experience in evangelism.

Our monthly Saturday Bible Schools in Falkirk and Bellshill, again working in partnership with local churches, have continued and have proved very worthwhile.

Looking ahead we are exploring the potential of live feeds for some of our classes and also partnership with at least one additional church which has asked for help in training.

**Financial Review**

Per the Statement of Receipts and Payments on page 6, the charity reported a Net Deficit of £700 (2014-Surplus £3,095) for the year ended 31 July 2015.

**Reserves Policy**

The Trustees' policy is to maintain Unrestricted Funds at a level sufficient to meet the charity's annual administrative costs. At 31 July 2015, Unrestricted Reserves per the General Fund on page 7 amounted to £1,553 which was acceptable to the Trustees.

**Statement of Trustees' Responsibilities**

The Trustees are responsible for preparing the Trustees' Report and the Accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the provisions of the charity's Constitution require the Trustees to prepare Accounts for each financial year which give a true and fair view of the charity's affairs and of incoming resources and application of resources of the charity for that period. In preparing these Accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities Accounts (Scotland) Regulation 2006;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Accounts.
- prepare the Accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the charity's financial position and enable them to ensure that the Accounts comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the provisions of the charity's Constitution. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of Accounts may differ from legislation in other jurisdictions.

**Independent Examiner**

The Trustees recommend Alan Cunningham C.A., a Partner in Alexander Sloan, Chartered Accountants, remains in office as Independent Examiner until further notice.

Approved by the Trustees on 11th December 2015 and signed on their behalf by:



**Rev Dr Alexander M Roger**  
*Trustee / Chairperson*

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**Independent Examiner's Report to the Trustees of Edinburgh Bible College**

I report on the Accounts of the charity for the year ended 31 July 2015 which are set out on pages 6 to 8.

**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) (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 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 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:
  - o to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - o 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.



**Alan Cunningham, C.A.** ✓  
*Partner*

Alexander Sloan  
Chartered Accountants  
38 Cadogan Street  
Glasgow G2 7HF

Date: 14 December 2015

Notes	Unrestricted Funds		2015	2014
	General	Designated	Total	Total
	£	£	£	£
<b>Receipts</b>				
<i>Voluntary Income:</i>				
Donations	5,798	3,500	<b>9,298</b>	12,522
<i>Income from charitable activities</i>				
Fees	15,611	-	<b>15,611</b>	15,833
Online Studies	1,465	-	<b>1,465</b>	3,235
Seminars	1,730	-	<b>1,730</b>	1,525
<i>Other incoming resources:</i>				
Other income	698	-	<b>698</b>	1,826
<b>Total receipts</b>	<b>25,302</b>	<b>3,500</b>	<b>28,802</b>	<b>34,941</b>
<b>Payments</b>				
<i>Charitable Activities:</i>				
Office equipment	191	-	<b>191</b>	400
General administration	2,114	-	<b>2,114</b>	1,870
Printing and publicity	650	-	<b>650</b>	373
Tutor fees	19,965	-	<b>19,965</b>	18,421
Goods purchased for resale	744	-	<b>744</b>	2,232
Travel and subsistence	68	-	<b>68</b>	899
Rent	3,000	-	<b>3,000</b>	3,155
Repayment of fees	-	-	-	3,500
Grant support re fees	-	1,750	<b>1,750</b>	-
<i>Governance Costs:</i>				
Independent Examiner's Fee	1,020	-	<b>1,020</b>	996
<b>Total payments</b>	<b>27,752</b>	<b>1,750</b>	<b>29,502</b>	<b>31,846</b>
<b>(Deficit)/Surplus for year</b>	<b>(2,450)</b>	<b>1,750</b>	<b>(700)</b>	<b>3,095</b>

The Notes on pages 8 form an integral part of these Accounts.



Edinburgh Bible College

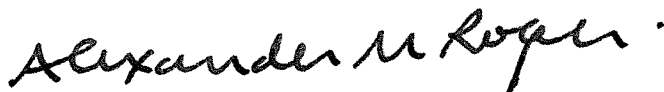
Statement of Balances as at 31 July 2015

Notes	Unrestricted Funds		2015	2014
	General	Designated	Total	Total
	£	£	£	£
<b>Bank and Cash in Hand</b>				
Opening balances	4,003	-	4,003	908
(Deficit)/Surplus for year	(2,450)	1,750	(700)	3,095
<b>Closing Balances</b>	<b>1,553</b>	<b>1,750</b>	<b>3,303</b>	<b>4,003</b>
<b>Reserves</b>				
General Fund	1,553	-	1,553	4,003
Designated Fund	-	1,750	1,750	-
<b>Closing Balances</b>	<b>1,553</b>	<b>1,750</b>	<b>3,303</b>	<b>4,003</b>
<b>Assets</b>				
Income tax recoverable on Gift Aid	339	-	339	-
<b>Liabilities</b>				
Independent Examiner's Fee	1,068	-	1,068	1,020
Deferred income	3,770	-	3,770	-
	<b>4,838</b>	<b>-</b>	<b>4,838</b>	<b>1,020</b>

Approved by the Trustees on 11th December 2015 and signed on their behalf by:

Rev Dr Alexander M Roger

Trustee/ Chairperson



The Notes on pages 8 form an integral part of these Accounts.

**1. Basis of Accounting**

The Accounts have been prepared on a Receipts and Payments basis in accordance with applicable accounting standards and the Statement of Recommended Practice – Accounting by Charities (revised 2005) and the Charities Accounts (Scotland) Regulations 2006 (as amended).

**Purpose of Funds**

*Unrestricted*

**General Fund:** encompasses all income and expenditure relating to the primary focus activities of the charity, other than those for which funding is restricted.

**Designated Fund:** represents funds earmarked by the Trustees to assist students with the funding of their fees, when required.

**2. Charitable Expenditure**

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

**3. Trustees' Remuneration and Related Party Transactions**

No Trustees or any persons connected with them received any remuneration or reimbursed expenses during the period in their capacity as Trustee. The following fees and reimbursed expenses were paid to Trustees in their capacity as Tutors at the College:

Trustee	Tutor Fees	Reimbursed	Total
		Mileage	
	£	£	£
Rev Dr Alexander M Roger	300	97	397
Rev David Andrew	900	559	1,459
Rev Dr David H G Greenaway	-	270	270
	<b>1,200</b>	<b>926</b>	<b>2,126</b>