

Edinburgh Bible College
Trustees' Report and Accounts
Year ended 31 July 2018
Scottish Charity No. SC043657

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Edinburgh Bible College

Charity Information *for the Year Ended 31 July 2018*

Trustees

Rev David Andrew	(Resigned 11 September 2018)
Mr Ewen Evans	(Resigned 11 September 2018)
Rev Dr David H G Greenaway	(Resigned 11 September 2018)
Rev Dr Alexander M Roger	(Resigned 11 September 2018)
Rev Iain Shaw	
Rev David S Randall	
Mr George Innes	
Rev Kieran Banks	(Appointed 20 March 2018)
Dr Adrian Holdsworth	(Appointed 14 June 2018)

Office Bearers

Rev David S Randall (Chairperson)
Mr George Innes (Vice-Chairperson)
Rev John Brand (Principal)
Mr Eric A Purves (Secretary)

Principal Office and OSCR contact address

39 Greendykes Road
Broxburn
EH52 5AF

Website: www.edinburghbiblecollege.co.uk

Bankers

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

Independent Examiner

Alan Cunningham, C.A.
Alexander Sloan
Accountants and Business Advisers
50 Melville Street
Edinburgh
EH3 7HF

Edinburgh Bible College

Trustees' Report and Accounts for the Year Ended 31 July 2018

The Trustees present their Report and Accounts for the charity for the accounting year ended 31 July 2018.

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") comprises 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 and to date 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.

During the year, the College operated from within Wester Hailes Baptist Church (Scottish Charity No. SCO04500) and paid rent during term time to the Church for use of its accommodation and facilities.

Achievements and Performance

The College is now into its seventh year of providing training and teaching having started in 2012. Our aim is to be flexible and provide this in different ways with lectures being held on-site over three days each week. The lectures are recorded and can also be accessed on-line via the Moodle platform which allows those who are unable to attend to benefit from the teaching. They are then able to do this at their own pace or to fit studying around other commitments.

During the year, a review was carried out which focused on what the College was offering students and the best way to do this and work in a wider geographic area. This resulted in changes to the courses on offer and relocation to Broxburn.

We wish to provide the best training for our students and, during the year, a considerable amount of work and planning was carried out to update the courses and Modules which are to be taught and introduce new ones including courses on Cross Cultural Ministry. The content of the courses was also reviewed and aligned, as was the marking framework, to match the Scottish Qualifications Authority Grades 7, 8 & 9.

For the last five years, the College operated from within the premises of Wester Hailes Baptist Church in Edinburgh and we are grateful to the congregation for allowing us to use this facility during that time. However, after much consideration, it was decided to move to Grace Community Church, Broxburn (Scottish Charity No. SC044857) where the congregation had offered us the use of their premises. The move took place in time for the start of academic year 2018/2019.

As a result of the preparation work carried out throughout the year, starting in September 2018, a new course is being introduced, the Advanced Ministry Apprenticeship Programme which is a third year for students who have completed the equivalent of the two-year Diploma in Theology. This is a practical course where students have short blocks of lectures with the majority of their time being spent working in a church setting alongside a mentor. On successful completion, they will be awarded a Licentiate in Theology.

One of our core values is to have modules taught by those we describe as practitioners – Christian workers who have practical experience in their field and who can also ensure that courses are academically challenging. We have a group of such people we can call on to teach as the syllabus requires and we are grateful to them for their support. During the year, in addition to the Principal and Vice Principal, six external lecturers delivered Modules on a range of subjects.

As our student numbers are small and for the fees to be affordable, we rely on gifts and donations in order to pay our way. We are grateful to God who has provided the additional funds we require in some amazing ways and unlikely sources.

Financial Review

Per the *Statement of Receipts and Payments* on page 6, the charity reported a Deficit of £524 for the year ended 31 July 2018 (2017 - Deficit £3,488).

Reserves Policy

The Trustees' policy is to maintain Unrestricted Funds at a level sufficient to meet the charity's annual administrative costs. Whilst the charity's Unrestricted Funds at 31 July 2018 amounted to £661 (as indicated on page 7), the General Fund was deficient by £1,139 – a matter which the Trustees are addressing during the current accounting year.

Edinburgh Bible College

Trustees' Report and Accounts *for the Year Ended 31 July 2018*

Statement of Trustees' Responsibilities

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 (as amended) 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.

Independent Examiner

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

Approved by the Trustees on 3 December 2018 and signed on their behalf by:



Rev David S Randall

Trustee / Chairperson

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 2018 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 (as amended) ("2006 Accounts Regulations"). The charity Trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the Accounts as required under Section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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
Accountants and Business Advisers
50 Melville Street
Edinburgh
EH3 7HF

Date: 8 December 2018

Edinburgh Bible College

Statement of Receipts and Payments for the Year Ended 31 July 2018

	Unrestricted Funds		2018	2017
	General	Designated	Total	Total
	£	£	£	£
Receipts				
<i>Voluntary Income:</i>				
Donations (including Gift Aid) and legacies	6,015	-	6,015	7,429
<i>Income from charitable activities</i>				
Fees	11,097	-	11,097	6,437
Online studies	2,092	-	2,092	1,538
Seminars	300	-	300	1,027
<i>Other incoming resources:</i>				
Other income	-	-	-	170
Total Receipts	19,504	-	19,504	16,600
Payments				
<i>Charitable Activities:</i>				
General administration	1,663	-	1,663	1,498
Printing and publicity	165	-	165	138
Tutor fees	13,942	-	13,942	14,424
Travel and subsistence	550	-	550	80
Rent	3,000	-	3,000	3,000
<i>Governance Costs:</i>				
Independent Examiner's Fee	708	-	708	948
Total Payments	20,028	-	20,028	20,088
Deficit for year	(524)	-	(524)	(3,488)

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

Edinburgh Bible College

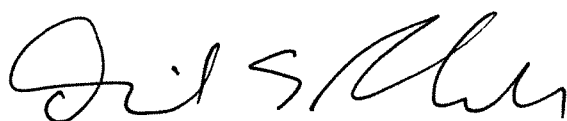
Statement of Balances as at 31 July 2018

	Notes	Unrestricted Funds		2018	2017
		General	Designated	Total	Total
		£	£	£	£
Bank and Cash in Hand					
Opening balances		(615)	1,800	1,185	4,673
Deficit for year		(524)	-	(524)	(3,488)
Closing Balances		(1,139)	1,800	661	1,185
Reserves					
General Fund	1	(1,139)	-	(1,139)	(615)
Designated Fund	2	-	1,800	1,800	1,800
		(1,139)	1,800	661	1,185
Assets (Debtors)					
Income Tax recoverable on Gift Aid		213	-	213	40
Liabilities					
Independent Examiner's Fee		708	-	708	708
		708	-	708	708

Approved by the Trustees on 3 December 2018 and signed on their behalf by:

Rev Dr David S Randall

Trustee/ Chairperson



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

1. Accounting policies

Basis of Accounting

The Accounts have been prepared on a Receipts and Payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 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.

VAT

The charity is not registered for VAT and accordingly, expenditure includes VAT where appropriate.

2. Charitable Expenditure

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the Independent Examiner's fee.

3. Trustees' remuneration and expenses

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.

Trustee	Rev David Randall £	Rev David Andrew £	Rev Dr David Greenaway £	Rev Dr Alexander Roger £
<i>Year ended 31 July 2018</i>				
Reimbursed mileage		248	216	-
Total 2018	-	248	216	-
<i>Year ended 31 July 2017</i>				
Tutor fees	450	100	-	100
Reimbursed mileage	199	62	-	32
Total 2017	649	162	-	132

4. Related parties

Mr George Innes, Trustee, is a Trustee of Grace Community Church, Broxburn, from which the College now operates.