

**Edinburgh Bible College**  
**Trustees' Report and Accounts**  
**Year ended 31 July 2020**  
**Scottish Charity No. SC043657**

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**Trustees**

Rev Kieran Banks  
Rev David S Randall  
Rev Iain Shaw  
Dr Adrian Holdsworth  
James Fraser (appointed 27 February 2020)  
George Innes  
Nigel Kenny

**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](http://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 2020

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The Trustees present their Report and Accounts for the charity for the accounting year ended 31 July 2020.

#### **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.

### **Achievements and Performance**

The College started to provide training and teaching in September 2012 with the aim of being flexible and to provide this in different ways. Our usual schedule is to provide on-site lectures three days a week and to record them so they can be accessed any time on-line via the Moodle platform thus allowing those who cannot attend to benefit from the teaching. They can then study one or more subjects at their own pace and in whichever order suits them. Since March 2020, there has been a significant increase in the number of students studying on-line. Some are studying individual modules, others a series of modules at this stage and others for a Certificate in Biblical Studies or Expository Preaching.

As a result of the restrictions imposed because of the Coronavirus pandemic, since March all the lectures were moved onto the Zoom platform so that students could access them remotely. This presented both challenges and opportunities. Some modules were able to be offered more widely and a good number of people signed up to participate; some from as far away as the United States, Africa and some more locally. This has set the pattern for moving forward.

During the year, students worked to achieving Certificate and Diploma qualifications but unfortunately we were not able to hold a Graduation to recognise their achievements. For the second year, we were able to run our Advanced Ministry Apprenticeship Programme. This is a mixture of academic and practical training and the course was able to be modified in the latter stages because of the pandemic restrictions in order to allow the students to complete the course and achieve a Licentiate in Theology. We are grateful to the external lecturers who assisted with this Programme and those who guided and monitored the students in their practical training.

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 continued support. During the year, in addition to the Principal and Vice Principal (in-house lecturers), five external lecturers delivered modules on a range of subjects.

Students who study on-line can only achieve a Certificate provided they gather the appropriate number of Credits. Following enquiries we are taking this one step further and in September 2020, we will offer the opportunity to study part-time for a Diploma in Applied Theology. This will be made up of three short intense on-site sessions throughout the academic year, with the remainder of the lectures being accessed by students via Zoom.

The College could not continue to operate without the ongoing support of the Trustees/Board Members, some who also teach modules, and also the tireless work of the staff, some who work behind the scenes. One notable achievement, during the year, was the recasting of the website in conjunction with the production of an informative Prospectus.

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. Over the year, a number of people have supported our work regularly every month as part of 'Friends of EBC'. We have also received significant donations from individuals and organisations. We acknowledge their generosity and are grateful to them and to God for their support and provision.

Classes are taught on-site at Grace Community Church, Broxburn (Scottish Charity No. SC044857) and we are grateful to the congregation for allowing us to use this facility and for their support and encouragement.

# **Edinburgh Bible College**

## **Trustees' Report and Accounts** *for the Year Ended 31 July 2020*

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### **Financial Review**

#### **Results for the year**

Per the *Statement of Receipts and Payments* on page 6, the charity reported Net Receipts (i.e. a Surplus) for the year of £7,523 (2019 - Surplus £6,824).

#### **Reserves Policy**

The Trustees' policy is to maintain Unrestricted Funds at a level sufficient to meet the charity's annual administrative and external governance costs. Per the General Fund within the *Statement of Balances* on page 7, the charity's Unrestricted Funds at 31 July 2020 amounted to £13,208 (2019 - £5,685) which was acceptable to the Trustees.

#### **Covid-19**

As indicated above, Covid-19 immediately impacted the College's activities but encouragingly, has opened up new opportunities during lockdown. Having adapted the College's activities during the current accounting year, the Trustees are confident that the College has sufficient financial support from course fees and donations to pull through Covid-19 and continue the College's important work.

#### **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 7 December 2020 and signed on their behalf by:



**Rev David S Randall**

*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 2020 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). 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*

**Alan Cunningham, C.A.**

*Partner*

Alexander Sloan  
Accountants and Business Advisers  
50 Melville Street  
Edinburgh  
EH3 7HF

Date: 8/12/2020

# Edinburgh Bible College

## Statement of Receipts and Payments for the Year Ended 31 July 2020

	Unrestricted Funds		2020	2019
	General	Designated	Total	Total
	£	£	£	£
<b>Receipts</b>				
<i>Voluntary Income:</i>				
Donations (including Gift Aid)	14,066	-	<b>14,066</b>	9,489
<i>Income from charitable activities</i>				
Course Fees	24,700	-	<b>24,700</b>	25,393
<i>Income from trading activities</i>				
Sales of books and College fleeces	569	-	<b>569</b>	-
<b>Total Receipts</b>	<b>39,335</b>	<b>-</b>	<b>39,335</b>	<b>34,882</b>
<b>Payments</b>				
<i>Charitable Activities:</i>				
General administration	2,687	-	<b>2,687</b>	2,806
Items for resale	583	-	<b>583</b>	-
Office equipment	46	-	<b>46</b>	836
Printing and publicity	1,426	-	<b>1,426</b>	265
Rent	1,200	-	<b>1,200</b>	715
Travel and subsistence	1,384	-	<b>1,384</b>	3,453
Tutor fees	21,978	-	<b>21,978</b>	19,275
Website redevelopment	1,800	-	<b>1,800</b>	-
<i>Governance Costs:</i>				
Independent Examiner's Fee	708	-	<b>708</b>	708
<b>Total Payments</b>	<b>31,812</b>	<b>-</b>	<b>31,812</b>	<b>28,058</b>
<b>Net Receipts for year</b>	<b>7,523</b>	<b>-</b>	<b>7,523</b>	<b>6,824</b>

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



# Edinburgh Bible College

## Statement of Balances as at 31 July 2020

	Notes	Unrestricted Funds		2020	2019
		General	Designated	Total	Total
		£	£	£	£
<b>Bank and Cash in Hand</b>					
Opening balances		5,685	1,800	<b>7,485</b>	661
Net Receipts for the year		7,523	-	<b>7,523</b>	6,824
<b>Closing Balances</b>		<b>13,208</b>	<b>1,800</b>	<b>15,008</b>	<b>7,485</b>
<b>Reserves</b>					
General Fund	1	13,208	-	<b>13,208</b>	5,685
Designated Fund	1	-	1,800	<b>1,800</b>	1,800
		<b>13,208</b>	<b>1,800</b>	<b>15,008</b>	<b>7,485</b>
<b>Assets (Debtors)</b>					
Income Tax recoverable on Gift Aid		1,143	-	<b>1,143</b>	172
		<b>1,143</b>		<b>1,143</b>	<b>172</b>
<b>Liabilities</b>					
Independent Examiner's Fee		744	-	<b>744</b>	708
		<b>744</b>		<b>744</b>	<b>708</b>

Approved by the Trustees on 7 December 2020 and signed on their behalf by:



**Rev 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	Dr Adrian Holdsworth £	Rev Kieran Banks £	Rev David Randall £
<i>Year ended 31 July 2020</i>			
Tutor fees	788	520	450
Reimbursed travel	37	88	-
<b>Total 2020</b>	<b>824</b>	<b>608</b>	<b>450</b>
<i>Year ended 31 July 2019</i>			
Tutor fees	588	-	400
Reimbursed travel	54	-	199
<b>Total 2019</b>	<b>642</b>	<b>-</b>	<b>599</b>