

THE MOTHERS' UNION PROVINCE OF SCOTLAND

Scottish Charity Number SC036459

Trustees' Annual Report and Accounts for the Year Ended 31st December 2017

Bank

Clydesdale Bank, Perth Branch, 158/162 High Street, Perth PH1 5UH

Independent Examiner

David Gow

Structure and Governance

The Mothers' Union Province of Scotland is part of the worldwide Mothers' Union and is governed by its Constitution, which was last modified and adopted by the Provincial Council at its meeting on 29 April 2014. The Constitution incorporates the objects and regulations of The Mothers' Union, 24 Tufton Street, London SW1P 3RB, registered charity number 240531 (referred to as Central MU in this report and accounts).

Current Trustees

Jean McPherson Richardson (Provincial President)

Helen Godfrey (Diocesan President – Edinburgh)

Jill Cameron (Diocesan President – Glasgow & Galloway)

Catherine Green (Diocesan President – Moray, Ross & Caithness)

Elizabeth Benton (Diocesan President – St Andrews, Dunkeld and Dunblane)

Contact Address

c/o Paul Hindle, 40 Garngaber Avenue, Lenzie, Glasgow G66 4LL

Recruitment and appointment of Trustees

The trustees are the Provincial President and the Diocesan Presidents of the five active dioceses. Aberdeen & Orkney does not currently have a Diocesan President, but its interests are represented by a member in a non-voting capacity.

The Provincial President is elected by the Diocesan Presidents and the four unit coordinators from each diocese from the names submitted by the membership, and shall hold office for a term of three years and shall be eligible for re-election for one further term of three years.

The current Provincial President was re-elected for a second term commencing at the beginning of the year 2016

Management

The Charity is managed by the trustees assisted by the Provincial Officers who are appointed by the trustees and approved by the Provincial Council. The current Provincial Officers are Sarah Gammell (Hon. Secretary) and Paul Hindle (Hon. Treasurer).

Charitable Objectives

- To uphold Christ's teaching on the nature of marriage and promote its wider understanding.
- To encourage parents to bring up their children in the faith and life of the Church.
- To maintain a worldwide fellowship of Christians united in prayer, worship and service.
- To promote conditions in society favourable to stable family life and the protection of children.

Activities and achievements

The Mothers' Union members continued throughout 2017 to respond and reach out to their communities and beyond through their various projects. In some cases, they form partnerships with like-minded organisations so that together they can each play a part in helping families and individuals at their time of need. There is no barrier to helping whoever they can.

Mothers' Union members provide play areas at visiting times in four prisons in Scotland (Greenock, Perth, Low Moss and Glenochil).

Small knitted garments for premature babies and gowns for stillborn babies are given to hospitals as well as welcome packs for emergency admissions. Hats for seafarers, Fiddle blankets, and bonding squares are also made.

New baby packs, toothbrushes/toothpaste for Malawi and underwear for Africa are some of the items made or collected for overseas projects.

Items which are collected and donated for local distribution include Christmas gifts for the housebound, pants for prisoners on remand, Christmas cards to prisoners, Toiletries for prisoners on release, cards for prisoners to send.

Members enjoy providing facilities for breast-feeding and nappy changing at one of the summer's agricultural show grounds.

We provide short holidays for families who need to get away for a while and where numbers are too small to support to holidays, fundraised donations are given to partnership organisations to support the respite which they can offer. MU also offer parenting courses for mothers and fathers.

We are raising the profile of domestic abuse to church members, the wider public, within prisons and praying for the victims. We also provide toiletries for women's refuges and local hospitals.

Other programmes include visits to Care Homes, Special Church services, Quiet days, Messy Church, an annual Pop-Up Charity shop to raise funds and provide an outreach opportunity, responding to a national MU Summer Appeal, providing a Spiritual Befriending Service for victims of trafficking and support for local food banks.

Our Community Development Workers overseas are supported by our members.

Prayer is integral and underpins all we do.

Report from Provincial President

The Primus of the Scottish Episcopal Church accepted the invitation to be the Patron of the Mothers' Union Scotland. He continues to be very supportive in all that we do and all that the Mothers' Union stands for.

As a Trustee of both the MU Worldwide Board of Trustees and the Britain and Ireland Board (B&I Board), the Provincial President attended all of their meetings (two for the Worldwide Board and four for the B&I Board). Together with all the Diocesan Presidents of the Province she attended the annual Worldwide Council meeting in Dublin and the Britain and Ireland Annual Meeting in the Diocese of Edinburgh.

The Worldwide Council in Dublin was also attended by Provincial Presidents from across the Anglican Community so that they and the Diocesan Presidents could approve the new Worldwide Constitution in readiness for it to be submitted to the Privy Council.

The next three days were spent by the Provincial Presidents in producing the MULO A programme; a worldwide initiative in outreach and transformation (Mothers' Union Listening, Outreach and Acting). Plans were made for its implementation in 2018 throughout the provinces worldwide.

The Provincial President was a guest of the Church of Scotland Guild's Annual Meeting, the United Free Church of Scotland Ladies Day and two civic events in Perth.

There was also another successful 48-hour residential Retreat which was open to all from across the Province and beyond.

In September 2017 MU Scotland hosted the Annual General Meeting in Edinburgh. This took twelve months of preparation during which two committees made up of members from three dioceses worked tirelessly. It involved many meetings and online discussions. The meeting day was preceded by a church service which had to be in two churches as the numbers were so high. MU Scotland planned and ran those services at which Scottish Bishops presided. The next day the meeting was addressed by Canon Sarah Snyder, the Archbishop of Canterbury's Advisor for Peace and Reconciliation.

During the year the Provincial Trustees have held skype conference meetings and online conversations (the former with varying degrees of success depending on the internet connections).

Two dioceses are reorganising due to falling membership numbers and finding replacement officers. They are in the process of relinquishing their charitable status and will come under

the jurisdiction of the MU Scotland. They will continue to operate as a diocese and within their church diocese but will be run in a more flexible and manageable way.

The MU Scotland is represented on several national bodies; the Scottish Government Cross Party Prison group, the World Day of Prayer, the Scottish Interfaith Group on Domestic Abuse, ACTs (Action of Churches Together) Anti Human Trafficking Group and the Interdenominational Forum of Christian Women's organisations. (This latter includes the Union of Catholic Mothers, Church of Scotland Guild, United Reformed Church Womens's Union, Methodist Women in Britain, United Free Church of Scotland, Scottish Baptist Women's Fellowship, and the Congregational Confederation Women's Fellowship).

A member is elected to the MU Enterprise Board. This is a Limited Company within the MU but run separately from the main organisation. It is responsible for sales of goods, building maintenance and room lettings at Mary Sumner House, Westminster (the Central MU Office).

Trustee's remuneration and expenses

The trustees did not receive any remuneration. They received travel expenses for journeys undertaken on behalf of the Province at actual cost for public transport or at the follow-on rate approved by Her Majesty's Revenue and Customs for using their own private cars, currently 25p per mile. In addition, the Trustees received reimbursement at actual cost for purchases made on behalf of Province.

Financial Review

Unrestricted funds showed a surplus of £3,114.41. This was due mainly to collections taken at the services held around the General Meeting, which was held in Edinburgh in 2017 and is a one-off event so far as the Province is concerned. At the year end, the charity had unrestricted reserves amounting to £8,130.88. It is the policy of the charity to maintain unrestricted funds at the level which equates to at least four months' unrestricted expenditure. The current level of reserves exceeds the requirements of this policy.

There was a surplus of £826.88 in the total of Restricted Funds. The three main funds, Retreat, Training and General Meeting Trip, aim to break even. The Retreat Fund is showing a surplus of £384.94, which was mainly due to a donation to the fund from a member who was unable to come to the Retreat and an advanced payment for the 2018 Retreat. The 2017 Retreat made a surplus of £54.94 after taking into account all income and expenditure related to it. The fund at the year-end is holding a reserve of £773.49, which after deducting the advance payment of £165 is available as contingency and to provide financial assistance to those who may need it in order to make the Retreat affordable. With the General Meeting being held in Edinburgh this year, there was no General Meeting Trip in 2017, so the reserve in the fund remains unchanged at £752.69. The Training Fund showed a surplus of £441.94 primarily due to lower expenses than expected being paid to attendees. At the year end, the Training Fund shows a reserve of £1,292.03. Finally, the Overseas Fund, which holds funds collected for use by the Central MU Overseas Fund, showed no activity during the year and

has a zero balance at the year end, the latter being the intended position.

Statement of Risk

The Province has no paid employees and the Central MU arranges insurance cover on behalf of the Province and the dioceses in Scotland to cover the activities of their volunteers. The risks to the Province of undertaking its activities are kept under regular review by the trustees and officers and, in particular, the risks involved in an individual activity or programme are fully considered prior to embarking on the same.

Statement of Trustees' Responsibilities

The Trustees are required to prepare proper financial statements for each financial year showing the charity's receipts and payments, including surplus or deficit for that period.

The Trustees are responsible for ensuring that proper accounting records are kept which disclose with reasonable accuracy at any time the financial position of the charity and which enables them to ensure that the financial statements comply with the Charities and Trustee Investments (Scotland Act 2005) and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf.



P Jean McPherson Richardson, Provincial President

Date August 29th 2018

THE MOTHERS' UNION - PROVINCE OF SCOTLAND
SCOTTISH CHARITY NO. SC036459

STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2017

RECEIPTS	Note	Unrestricted Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
Provincial	1	4.40	-	4.40	275.20
Retreat - current year	2	-	5,737.00	5,737.00	3,342.50
Training	3	-	793.09	793.09	871.65
Prov. President's Expenses	4	750.00	-	750.00	562.50
Insurance	5	515.98	-	515.98	698.37
General Meeting Trip	6	-	-	-	-
Provincial Conference		-	-	-	904.84
Central MU Overseas Donations		-	-	-	-
General Meeting Scotland Sales Income	7	4,404.50	-	4,404.50	-
General Meeting Scotland Donations	8	3,442.60	-	3,442.60	-
Jewellery Sales Income	9	2,558.00	-	2,558.00	-
General Meeting Loans Received	10	1,500.00	-	1,500.00	-
TOTAL RECEIPTS		13,175.48	6,530.09	19,705.57	6,655.06
PAYMENTS					
Provincial		-	-	-	(997.84)
Prov. President's Expenses	11	(423.24)	-	(423.24)	(720.90)
Retreat	12	-	(5,352.06)	(5,352.06)	(3,981.90)
Training	13	-	(351.15)	(351.15)	(624.60)
Insurance	14	(708.09)	-	(708.09)	(770.00)
Provincial Conference		-	-	-	(50.00)
General Meeting Trip		-	-	-	-
Central MU Overseas Donations		-	-	-	-
General Meeting Scotland Sales Costs	15	(4,087.47)	-	(4,087.47)	-
General Meeting Scotland Expenses	16	(1,264.27)	-	(1,264.27)	(47.60)
Jewellery Sales Costs	17	(2,078.00)	-	(2,078.00)	-
General Meeting Loans Repaid	18	(1,500.00)	-	(1,500.00)	-
TOTAL PAYMENTS		(10,061.07)	(5,703.21)	(15,764.28)	(7,192.84)
SURPLUS/(DEFICIT) FOR THE YEAR		3,114.41	826.88	3,941.29	(537.78)

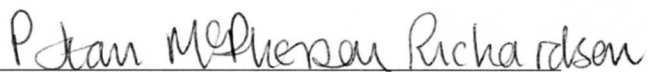
**THE MOTHERS' UNION - PROVINCE OF SCOTLAND
SCOTTISH CHARITY NO. SC036459**

STATEMENT OF BALANCES AS AT 31ST DECEMBER 2017

FUNDS RECONCILIATION	Unrestricted Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
Cash at bank and on hand on 31 December 2016	5,016.47	1,991.33	7,007.80	7,545.58
Surplus / (Deficit) for year	3,114.41	826.88	3,941.29	(537.78)
Cash at bank and on hand on 31 December 2016	8,130.88	2,818.21	10,949.09	7,007.80
 BANK AND CASH BALANCES				
Current Account			10945.64	7000.30
Cash on hand			3.45	7.50
		Total Funds	10,949.09	7,007.80

The notes on the following three pages form an integral part of these accounts.

Approved by the Trustees and signed on their behalf


P Jean McPherson Richardson, Provincial President - Trustee

Date August 29th 2018.

NOTES:- INCOME

1 Provincial		£
Bank Interest		4.40
	Total	4.40
2 Retreat		
Payments Received from Members for current year (net of refunds)		5,490.00
Contribution from Aberdeen & Orkney Diocese		82.00
Payments Received from Members for next year		165.00
	Total	5,737.00
All income for the 2017 Retreat was received within the year. One payment was received in December in respect of the 2018 Retreat.		
3 Training		
Central MU Training Grant		708.09
Provincial Meeting Levy		84.00
Provincial Meeting Donations		1.00
	Total	793.09
4 Provincial President Expenses		
Central MU Grant		750.00
	Total	750.00
5 Insurance		
Diocesan Insurance Contributions		
	Aberdeen & Orkney	95.53
	Edinburgh (received after year-end)	0.00
	Glasgow & Galloway	201.55
	Moray, Ross & Caithness	73.73
	St Andrews, Dunkeld & Dunblane with Brechin	145.17
	Total	515.98
6 General Meeting Trip		
No trip in 2017		-
7 General Meeting Scotland Sales Income		
Prior to Meeting Day		213.00
On Meeting Day		3,685.00
Post Meeting Day		210.50
Profit from non-stock items		296.00
	Total	4,404.50
8 General Meeting Scotland Donations		
	St John's Edinburgh	906.36
	St Mary's Cathedral	2,536.24
	Total	3,442.60
9 Jewellery Sales Income		
	Internet Orders	1,699.00
	General Meeting Orders	859.00
	Total	2,558.00
10 General Meeting Loans Received		
	St Andrews, Dunkeld & Dunblane with Brechin	1,500.00
	Total	1,500.00

NOTES:- EXPENDITURE**11 Provincial President Expenses**

	£
Jean McPherson Richardson	(404.24)
Margaret Slater (deputising)	(19.00)
Total	(423.24)

Includes £168.44 paid to the Provincial President in 2017 in respect of expenses incurred in 2016.

12 Retreat

Expenses for Leader	Sr Ann-Marie Stuart	(207.06)
Accommodation Cost	St Mary's Monastery, Kinnoull	(5,110.00)
Printing	St Cyprian's, Lenzie	(35.00)
Total		(5,352.06)

All costs for the 2017 retreat were incurred within the year. One place was part subsidised by the Province.

13 Training

Provincial Council Expenses	Attendees Travel & Catering	(281.15)
	Room Hire (St Ninian's, Perth)	(70.00)
Total		(351.15)

14 Insurance

Insurance Premiums	Central MU	(708.09)
Total		(708.09)

15 General Meeting Scotland Sales Costs

250 Tartan Cards and Envelopes	(144.00)
250 A5 MU Scotland Notebooks	(465.00)
Wooden Novelty Postcards	(324.00)
250 packs MU Scotland Nail Varnish	(1,194.00)
Soap & Craft Gifts	(189.59)
Ceramic Souvenirs	(1,733.10)
Miscellaneous Items and Expenses	(37.78)
Total	(4,087.47)

16 General Meeting Scotland Expenses

Organisation Meeting Expenses	(502.70)
Organiser Stationery	(161.57)
Cathedral Service Costs	(600.00)
Total	(1,264.27)

17 Jewellery Sales Costs

Payments to supplier	(2,016.00)
Advertising Leaflets	(62.00)
Total	(2,078.00)

18 General Meeting Loans Repaid

St Andrews, Dunkeld & Dunblane with Brechin	(1,500.00)
Total	(1,500.00)

NOTES:- RESTRICTED FUNDS

Fund	<u>Balance at</u>	<u>Income</u>	<u>Expenditure</u>	<u>Balance at</u>
	<u>31 December</u>			<u>31 December</u>
	<u>2016</u>			<u>2017</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Retreat	388.55	5,737.00	(5,352.06)	773.49
Training	850.09	793.09	(351.15)	1,292.03
General Meeting Trip	752.69	-	-	752.69
Central MU Overseas Fund	-	-	-	-
Total	1,991.33	6,530.09	(5,703.21)	2,818.21

A Restricted Fund is money that has been given for a particular purpose.

The receipts in the Retreat Fund are paid by members and others to cover the costs of accommodation and expenses for the Provincial Retreat and the expenditure is those costs. The fund aims to break even. The increase in the fund is due mainly to some income for the 2018 retreat being received in 2017 and a donation to the fund also being received. The 2017 Retreat generated a net surplus of £54.94 after taking into account all receipts and payments associated with it.

The Training Fund receives grants from Mothers' Union, Mary Sumner House, London and a small levy from attendees at Provincial Meetings. The Fund meets the cost of training members and travel expenses to Provincial Meetings. Meeting attendees made efforts to reduced travel costs so those costs were less than expected leading to a surplus of £441.94 in the fund in 2017.

The Province has facilitated the attendance by members at the Mothers' Union General Meeting, but because the meeting was held in Edinburgh no trip was required in 2017. The surplus in the Fund has been retained to facilitate attendance at the Mothers' Union General Meeting in future years.


The MSH Overseas Fund holds donations received for the benefit of the Mothers' Union Overseas Fund administered by the Province's parent charity. The entire balance in this fund was transferred to that fund in 2014. There have been no transactions since, but the fund heading is retained because that is likely to change in future.

NOTE:- BASIS OF ACCOUNTING

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

OSCR

Office of the Scottish Charity Regulator

		Independent examiner's report on the accounts						v2
Report to the trustees/members of	Charity name	The Mothers' Union, Province of Scotland						
Registered charity number		SC036459						
On the accounts of the charity for the period	Period start date				Period end date			
	Day	Month	Year		Day	Month	Year	
	1	January	2017	to	31	December	2017	
Set out on pages	6 to 10 inclusive						(remember to include the page numbers of additional sheets)	
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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. 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 statement	My examination is 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 accounts.							
Independent examiner's statement	In the course of my examination, no matter has come to my attention other than that disclosed on the attached page*							
	<p>1. which gives me reasonable cause to believe that in any material respect the requirements:</p> <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <p>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p>							
Signed:					Date:	23 September 2018		
Name:	David Gow							
Relevant professional qualification(s) or body (if any):	Chartered Accountant (retired)							
Address:	12 Alder Road							
	Milton of Campsie							
	Glasgow							
	G66 8HH							

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.