

THE MOTHERS' UNION PROVINCE OF SCOTLAND

Scottish Charity Number SC036459

Trustees' Annual Report and Accounts for the Year Ended 31st December 2014

Bank

Clydesdale Bank, South Methven Street Branch, 20 South Methven Street, Perth PH1 5PQ (moved by the bank to Perth Branch, 158/162 High Street, Perth PH1 5UH in September 2014)

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)
Chris Crosley (Diocesan President – Aberdeen & Orkney)
Angela Sibley (Diocesan President – Edinburgh)
Ann Glenesk (Diocesan President – Glasgow & Galloway)
Lynne Taylor (Diocesan President – Moray, Ross & Caithness)
Linda Brownlie (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.

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.

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 Linda Brownlie (Hon. Secretary – also a trustee) 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

Mothers' Union members provide play areas at visiting times in four prisons in Scotland (Greenock, Perth, Low Moss and Glenochil), provide toiletries in Cornton Vale and give Christmas cards to inmates in all these prisons.

Members help at a contact centre where a non-resident parent can meet his/her children in a neutral and safe environment.

Small knitted garments for premature babies and gowns for stillborn babies are given to hospitals as well as welcome packs for emergency admissions.

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

We provide short holidays for families who need to get away for a while and also offer parenting courses for mothers and fathers.

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

Our Community Development Workers overseas are supported by our members.

Prayer is integral in all we do.

Report from Provincial President

The Mothers' Union members continued throughout 2014 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.

In September the Worldwide President, Lynne Tembey visited the Province going to three Dioceses; Aberdeen, Edinburgh and St Andrews, Dunkeld and Dunblane with Brechin. The latter joint Dioceses were formerly established after having had an unofficial liaison for many years. It was a highly successful visit as she met many members and clergy. Earlier in the

year the WWP visited Glasgow and Galloway Diocese. Over the course of the two visits the WWP met over 300 members.

In the summer, Glasgow and Galloway diocese played an active part in the Commonwealth Games. They linked with city-wide churches to offer hospitality to visiting relatives of competitors, manned the UN "Gift Box" anti-Trafficking awareness raising campaign, organised a fundraising concert in Glasgow Cathedral (with funds going to MU projects overseas) and met up with an MU project coordinator from Uganda who was one of the team coaches.

In May there was a Provincial Training Day run by the staff from Central MU, when a whole department came from the Faith and Policy Unit to explain how they campaign and which campaigns they are undertaking at present. They then ran workshops to enable members to carry out campaigns themselves. It was a highly successful and invigorating day despite the fact that so few clergy were able to attend.

In October the Provincial President attended the worldwide meeting of Provincial Presidents, held at High Legh in Hertfordshire. Out of 34 Presidents, 26 were able to attend. One of the highlights of the week was the VIP visit to Lambeth Palace to meet staff and attend a luncheon.

In the Autumn, we began to put the ideas of campaigning into action and after discussion at a Provincial Council meeting agreed to link with other organisations in the anti-Trafficking and Exploitation Bill (Scotland Bill). This will continue into 2015.

There were two Provincial Council meetings held during the year.

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 deficit of £541.47. This was mainly the result of the cost of printing leaflets to publicise the charity and the purchase of a video projector for use in presentations on behalf of the charity.

At the year end, the charity had unrestricted reserves amounting to £6,022.85. 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 £1,149.14 in the total of Restricted Funds. The two largest funds, Retreat and General Meeting Trip, aim to break even. The Retreat Fund is showing a surplus of £1,365 at the year end, which is primarily due to £1,650 of advanced payments received

for the 2015 Retreat less £325 paid as a deposit to the venue for the 2015 Retreat. The General Meeting Trip showed a surplus of £94.50 at the year end, but as the fund is holding £150 in advanced deposits for the 2015 trip, which is £50 more than deposits held at the end of 2013 for the 2014 trip, the 2014 trip actually made a small surplus of £44.50, which is added to the reserves in the fund. The Training Fund showed a deficit of £189.41 due to running an additional training event during the year. Reserves were adequate to cover this deficit. Finally, the Overseas Fund, which holds funds collected for use by the Central MU Overseas Fund shows a deficit £120.95. This is due to funds collected in 2013 being transferred during 2014. The fund has a zero balance at the year end, which is 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 12 May 2015.

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

**STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2014**

RECEIPTS	Note	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Provincial	1				1,184.86
Retreat	2		5,065.00	5,065.00	3,570.00
Training	3		845.75	845.75	87.00
Prov. President's Expenses	4	750.00		750.00	1,062.50
Insurance	5	672.70		672.70	656.02
General Meeting Trip	6		5,780.50	5,780.50	6,518.00
Central MU Overseas Donations	7		134.66	134.66	120.95
Bookmark Sales	8	153.00		153.00	
TOTAL RECEIPTS		1,575.70	11,825.91	13,401.61	13,199.33
PAYMENTS					
Provincial	9	(565.00)		(565.00)	(560.92)
Prov. President's Expenses	10	(730.94)		(730.94)	(652.48)
Retreat	11		(3,700.00)	(3,700.00)	(3,465.00)
Training	12		(1,035.16)	(1,035.16)	(537.23)
Insurance	13	(736.23)		(736.23)	(710.37)
General Meeting Trip	14		(5,686.00)	(5,686.00)	(5,893.70)
Central MU Overseas Donations	15		(255.61)	(255.61)	
Bookmark Printing Costs	16	(85.00)		(85.00)	
TOTAL PAYMENTS		(2,117.17)	(10,676.77)	(12,793.94)	(11,819.70)
SURPLUS/(DEFICIT) FOR THE YEAR		(541.47)	1,149.14	607.67	1,379.63

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

STATEMENT OF BALANCES AS AT 31ST DECEMBER 2014

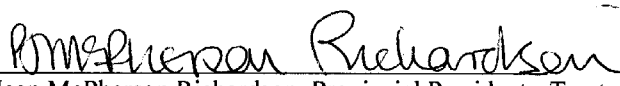
FUNDS RECONCILIATION	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Cash at bank and on hand on 31 December 2013	6,564.32	1,835.01	8,399.33	7,019.70
Surplus / (Deficit) for year	(541.47)	1,149.14	607.67	1,379.63
Cash at bank and on hand on 31 December 2014	6,022.85	2,984.15	9,007.00	8,399.33

BANK AND CASH BALANCES

Current Account	8991.60	8,393.93
Cash on hand	15.40	5.40
	9,007.00	8,399.33

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 11 May 2015.

NOTES:- INCOME

1 Provincial

Donation to Province		0.00
	Total	0.00

2 Retreat

Payments Received from Members		5,065.00
	Total	5,065.00

3 Training

Central MU Training Grant		750.00
Provincial Meeting Levy		84.00
Provincial Meeting Donations		11.75
	Total	845.75

4 Provincial President Expenses

Central MU Grant		750.00
	Total	750.00

5 Insurance

Diocesan Insurance Contributions	Aberdeen & Orkney	114.63
	Edinburgh	116.74
	Glasgow & Galloway	208.57
	Moray, Ross & Caithness	81.59
	St Andrews, Dunkeld & Dunblane	151.17
	Total	672.70

6 General Meeting Trip

Payments Received from Members	For 2014	5554.00
Return of unused ticket purchase advance	Linda Brownlie	76.50
	Deposits for 2015	150.00
	Total	5,780.50

7 Central MU Overseas Donations

Donation Received	Holy Trinity Elgin	134.66
	Total	134.66

8 Bookmarks

Bookmark Sales	MU in Glasgow & Galloway	40.00
	MU in St Andrews, Dunkeld & Dunblane	80.00
	Hilary Moran	20.00
	Misc. cash sales	13.00
	Total	153.00

NOTES:- EXPENDITURE**9 Provincial**

Leaflet Printing	Largs Printing Co	(249.00)
Purchase of Projector	Jean McPherson Richardson	(300.00)
Gifts for Visitors to the Province	Aberdeen & Orkney Diocese	(16.00)
	Total	(560.92)

10 Provincial President Expenses

Prov. Pres. Expenses	Jean McPherson Richardson	(730.94)
	Total	(730.94)

In addition, £156.15 was paid to the Provincial President in January 2015 in respect of expenses incurred in 2014.

11 Retreat

Gift to Leader		(40.00)
Accommodation Cost	St Mary's Monastery Kinnoul	(3,300.00)
Printing	St Cyprian's Lenzie	(35.00)
Deposit for 2015 Accommodation	Girlguiding Scotland	(325.00)
	Total	(3,700.00)

12 Training

Provincial Meeting (Room Hire)	Jean McPherson Richardson	(20.00)
	Linda Brownlie	(40.00)
	St Ninian's Cathedral Perth	(55.00)
Provincial Council Expenses	Meeting Attendees	(483.11)
Reaching Out Day Expenses	Meeting Attendees	(437.05)
	Total	(1,035.16)

13 Insurance

Insurance Premiums	Central MU	(736.23)
	Total	(736.23)

14 General Meeting Trip

General Meeting Tickets Advance	Linda Brownlie *	(276.00)
Accommodation	IoW Tours	(5,410.00)
	Total	(5,686.00)

* The number of tickets required was less than originally anticipated and, after the required number of tickets had been purchased, Linda returned £76.50 of the amount advanced. This sum is included in the income heading (note 6)

15 Central MU Overseas Donations

Donations remitted to Central MU		(255.61)
	Total	(255.61)

16 Bookmark Printing Costs

Invoiced costs	Largs Printing Co.	(85.00)
	Total	(85.00)

NOTES:- RESTRICTED FUNDS

<u>Fund</u>	<u>Balance at 31 December 2013</u>	<u>Income</u>	<u>Expenditure</u>	<u>Balance at 31 December 2014</u>
Retreat	137.95	5,065.00	(3,700.00)	1,502.95
Training	918.92	845.75	(1,035.16)	729.51
General Meeting Trip	657.19	5,780.50	(5,686.00)	751.69
Central MU Overseas Fund	120.95	134.66	(255.61)	-
Total	1,835.01			2,984.15

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

The receipts in the Retreat Fund are paid by members 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 £1650 in payments received from members in respect of the 2015 Retreat. The 2014 Retreat generated a net surplus of £145 after taking into account an advanced payment received in 2013. £325 was paid out during the year as a deposit to the venue for the 2015 Retreat.

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. The primary reason for the deficit is an additional one-off event called Reaching Out, where representatives of the Mothers' Union's Faith & Policy Unit at Mary Sumner House provided a very successful training day to inform and encourage our members and representatives from other bodies that share our aims. The Fund paid travelling expenses in order to ensure that affordability would not be a barrier to attending.

The Province has facilitated the attendance by members at the Mothers' Union General Meeting. The 2014 meeting was held in Belfast and was attended by 23 members. The General Meeting Trip Fund receives payments towards the cost from members and pays the cost of members' tickets and accommodation and depending on location and numbers, travel may also be provided. Travel was not provided in 2014. The Fund aims to break even. This aim was broadly achieved for the 2014 trip, with a very small surplus of £44.50 being generated when deposits received in 2013 are taken into account. At the year end, the fund was holding £150 in deposits towards the 2015 trip. The surplus in the Fund has been retained to provide assistance to those who may have financial difficulty in attending 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.

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	2014	to	31	December	2014

Set out on pages 5 to 9

(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

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - 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

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.

Signed:



Date:

8 May 2015

Name: David Gow

Relevant professional qualification(s) or body (if any):

Chartered Accountant (retired)

Address: 12 Alder Road
Milton of Campsie
Glasgow
G66 8HH