

THE MOTHERS' UNION PROVINCE OF SCOTLAND

Scottish Charity Number SC036459

Trustees' Annual Report and Accounts for the Year Ended 31st December 2016

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) appointed 1 January 2016

Jill Cameron (Diocesan President – Glasgow & Galloway) appointed 1 January 2016

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

Elizabeth Benton (Diocesan President – St Andrews, Dunkeld and Dunblane) appointed 1 January 2016

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.

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

2016 is the first year in which Dioceses were asked to complete an audit of the activities and outreach work which they carry out. Not all were able to complete these due to changes in administration or officers; it is envisaged that at least 4 of the 5 dioceses will be able to complete the audit for the current year. Data in the information below has been taken from the audits that were submitted:–

Mothers' Union members provide play areas at visiting times in four prisons in Scotland (Greenock, Perth, Low Moss and Glenochil) (200 sessions), and give Christmas cards to inmates in all these prisons and Cornton Vale.

Small knitted garments for premature babies and gowns for stillborn babies (204) are given to hospitals as well as welcome packs for emergency admissions (40). Hats for seafarers (30), Fiddle blankets (15), and bonding squares (620) are also made.

New baby packs for Malawi (78), underwear for Africa (1,500) are some of the items made for overseas projects.

Items which are collected and donated include Christmas gifts for the housebound (12), toothbrushes and toothpaste for a project in Malawi, pants for prisoners on remand (50 pairs), Christmas cards to prisoners (900), Toiletries for prisoners on release (20 packs), Cards for prisoners to send (200).

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, 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 and the wider public and praying for the victims. We also provide toiletries for women's refuges and local hospitals (30).

Other programmes include visits to Care Homes (16), Special Church services (15), 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 (£800 raised by the two smallest dioceses) and support local food banks.

During 2016 approximately 4065 items were made / donated; figures for the number of recipients of AFIA breaks (Away from It All) were not available but will be in future reports.

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 2016 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.

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 at Swanwick and the Annual Meeting in the Diocese of Winchester. The latter was also the 140 years' celebration and so had a worldwide theme with the high attendance numbers necessitating two services in the cathedral. The morning one was presided by the Bishop of Lambeth and the afternoon one by the Archbishop of Canterbury.

The Provincial President was a guest of the Church of Scotland Guild's Annual Meeting, the United Free Church of Scotland Ladies Day, the triennial rally of the Union of Catholic Mothers and the annual meeting of the United Reform Church Ladies.

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

The organisation continues to send a representative to the two meetings of the Interdenominational Forum of Christian Women's organisations. It includes the Union of Catholic Mothers, Church of Scotland Guild, United Reformed Church Women's Union, Methodist Women of Britain, United Free Church of Scotland, Scottish Baptist Women's Fellowship, Congregational Confederation Women's Fellowship and of course the MU Scotland.

In 2016, four of the five dioceses had elected Diocesan Presidents; Aberdeen has a diocesan leader in a temporary position, approved by the Provincial Trustees.

In addition, 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 deficit of £1,000.27. This was expected and caused in the main by one-off events in 2016. At the year end, the charity had unrestricted reserves amounting to £5,016.47. 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 £462.49 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 deficit of £639.40, which was expected due to a number of payments for the 2016 retreat being received in 2015 while most of the expenditure occurred in 2016. The 2016 Retreat made a surplus of £50.60 after taking into account all income and expenditure related to it. The fund at the year end is holding a reserve of £388.55, which is available as contingency and to provide financial assistance to those who may need it in order to make the Retreat affordable. There was no advanced income or expenditure for the 2017 Retreat. There was no General Meeting Trip in 2016, so the reserve in the fund remains unchanged at £752.69. The Training Fund showed a surplus of £1,101.89 primarily due the receipt of contributions from the Dioceses towards the running costs of the 2015 Provincial Conference. At the year end, the Training Fund shows a reserve of £850.09. 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

P Jean McPherson Richardson, Provincial President

Date September 11th 2017

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

**STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2016**

RECEIPTS	Note	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Provincial	1	275.20		275.20	30.00
Retreat - current year	2		3,342.50	3,342.50	2,000.00
- next year			-	-	1,155.00
Training	3		871.65	871.65	833.04
Prov. President's Expenses	4	562.50		562.50	750.00
Insurance	5	698.37		698.37	665.79
General Meeting Trip	6		-	-	3,666.00
Provincial Conference	7		904.84	904.84	285.16
Central MU Overseas Donations				-	
TOTAL RECEIPTS		1,536.07	5,118.99	6,655.06	9,384.99
PAYMENTS					
Provincial	8	(1,045.44)		(1,045.44)	(68.50)
Prov. President's Expenses	9	(720.90)		(720.90)	(649.86)
Retreat - current year	10		(3,981.90)	(3,981.90)	(3,165.00)
- next year			-	-	(465.00)
Training	11		(624.60)	(624.60)	(518.73)
Insurance	12	(770.00)		(770.00)	(733.54)
Provincial Conference	13		(50.00)	(50.00)	(1,580.78)
General Meeting Trip	14		-	-	(3,665.00)
Central MU Overseas Donations					
TOTAL PAYMENTS		(2,536.34)	(4,656.50)	(7,192.84)	(10,846.41)
SURPLUS/(DEFICIT) FOR THE YEAR		(1,000.27)	462.49	(537.78)	(1,461.42)

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

STATEMENT OF BALANCES AS AT 31ST DECEMBER 2016

FUNDS RECONCILIATION	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Cash at bank and on hand on 31 December 2015	6,016.74	1,528.84	7,545.58	9,007.00
Surplus / (Deficit) for year	(1,000.27)	462.49	(528.38)	(1,411.42)
Cash at bank and on hand on 31 December 2016	5,016.47	1,991.33	7,007.80	7,545.58

BANK AND CASH BALANCES

Current Account	7000.30	7532.08
Cash on hand	7.50	13.50
Total Funds	7,007.80	7,545.58

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
P Jean McPherson Richardson, Provincial President - Trustee

Date September 11th 2017

NOTES:- INCOME

1 Provincial		£
	Donation to Province (Recommissioning Service)	275.20
	Total	275.20
2 Retreat		
	Payments Received from Members for current year (net of refunds)	3,342.50
	Payments Received from Members for next year	-
	Total	3,342.50
	£1,155 was received during 2015 in respect of the 2016 Retreat and the income was reduced by £82.50 net in order to assist those on limited means to attend. The net income allocated to the 2016 Retreat was therefore £4,497.5	
3 Training		
	Central MU Training Grant	770.00
	Provincial Meeting Levy	81.00
	Provincial Meeting Donations	20.65
	Total	871.65
4 Provincial President Expenses		
	Central MU Grant	562.50
	Total	562.50
5 Insurance		
	Diocesan Insurance Contributions	
	Aberdeen & Orkney	108.95
	Edinburgh	125.31
	Glasgow & Galloway	224.07
	Moray, Ross & Caithness	82.00
	St Andrews, Dunkeld & Dunblane with Brechin	158.04
	Total	698.37
6 General Meeting Trip		
	No trip in 2016	-
	Total	-
7 Provincial Conference		
	Diocesan Contributions	
	Aberdeen & Orkney	189.00
	Edinburgh	189.00
	Glasgow & Galloway	252.00
	Moray, Ross & Caithness	22.84
	St Andrews, Dunkeld & Dunblane with Brechin	252.00
	Total	904.84

NOTES:- EXPENDITURE

8 Provincial

Membership Fee	Jubilee Scotland	(25.00)
PP Re-commissioning Event	Cake	(60.00)
	Food and other expenses	(246.00)
	St Ninian's Cathedral, Perth	(200.00)
2017 General Meeting Planning	Travel Expenses	(106.70)
MU Constitution Consultation	Attendees' Travel (50% of full cost)	(407.44)
	Total	(1,045.44)

9 Provincial President Expenses

Prov. Pres. Expenses	Jean McPherson Richardson	(627.85)
	Margaret Slater (deputising)	(93.05)
	Total	(720.90)

Includes £234.90 paid to the Provincial President in January 2016 in respect of expenses incurred in 2015.

10 Retreat

Expenses for Leader	Revd Paul Watson	(101.90)
Accommodation Cost	Conforti Institute, Coatbridge	(3,845.00)
Printing	St Cyprian's, Lenzie	(35.00)
	Total	(3,981.90)

The total cost of the 2015 retreat was £4,446.90 including a deposit of £465 paid in the prior year. In addition, some retreatants were offered a reduced cost to allow them to attend. This reduced the income for the retreat by £82.50 (note 2).

11 Training

Provincial Council Expenses	Attendees Travel & Catering	(504.60)
	Room Hire (St Ninian's, Perth)	(120.00)
	Total	(624.60)

12 Insurance

Insurance Premiums	Central MU	(770.00)
	Total	(770.00)

13 Provincial Conference

Travel expenses	Conference attendees	(50.00)
	Total	(50.00)

14 General Meeting Trip

No trip in 2016		-
	Total	-

NOTES:- RESTRICTED FUNDS

<u>Fund</u>	<u>Balance at</u> <u>31 December</u> <u>2015</u>	<u>Income</u>	<u>Expenditure</u>	<u>Balance at</u> <u>31 December</u> <u>2016</u>
Retreat	1,027.95	3,342.50	(3,981.90)	388.55
Training	(251.80)	1,776.49	(674.60)	850.09
General Meeting Trip	752.69	-	-	752.69
Central MU Overseas Fund	-	-	-	-
Total	1,528.84	5,118.99	(4,656.50)	1,991.33

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 reduction in the fund is due mainly to some income for the 2016 retreat being received in 2016. The 2016 Retreat generated a net surplus of £50.60 after taking into account advanced payments received and a deposit paid in 2015. £465 was paid out during 2015 as a deposit to the venue for the 2016 Retreat and £1,155 was received in income. There were no transactions related to the 2017 Retreat during the year.

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 contributions to the improvement in the fund were the contributions amounting to £904.84 received from the Dioceses in respect of the very successful Provincial Conference held in Perth in the prior year.

The Province has facilitated the attendance by members at the Mothers' Union General Meeting, but there was insufficient response in 2016 to make the trip viable. There will not be a trip in 2017, because the meeting will be held in Edinburgh. 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 and there have been no transactions in 2015 or 2016.

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	<table border="0"> <tr> <td colspan="3">Period start date</td> <td colspan="3">Period end date</td> </tr> <tr> <td>Day</td> <td>Month</td> <td>Year</td> <td>to</td> <td>Day</td> <td>Month</td> <td>Year</td> </tr> <tr> <td>1</td> <td>January</td> <td>2016</td> <td></td> <td>31</td> <td>December</td> <td>2016</td> </tr> </table>	Period start date			Period end date			Day	Month	Year	to	Day	Month	Year	1	January	2016		31	December	2016
Period start date			Period end date																		
Day	Month	Year	to	Day	Month	Year															
1	January	2016		31	December	2016															
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*}~~

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:

9 September 2017.

Name: David Gow

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

Chartered Accountant (retired)

Address:

12 Alder Road
Milton of Campsie
Glasgow
G66 8HH