

The Church of Scotland
PRESBYTERY OF EDINBURGH

**DAVIDSON'S MAINS PARISH
CHURCH**

LOCAL
CHURCH
REVIEW
**FACTS +
FIGURES**

BASIC FACTS AND FIGURES

Much of the following has been completed from Presbytery held information (feel free to check if you so wish) and much of the remainder requires only a yes/no answer. However, where explanation or detail is required please type in the relevant box and it will expand to fit your text.

1.1	Is the administration of the Sacrament of Baptism of infants in accordance with Act V, 2000?	Yes																
	Comments:																	
1.2	Are office bearers representative of congregation and parish in terms of age and gender?	Yes																
	<p>Comments: The congregational split (based on 496 members as at 31/12/14) is 166 males and 330 females.</p> <p>As the census information that the Church of Scotland provides for the parish does not include 'gender' we can't comment on whether our office bearers are representative of gender in the parish. The Kirk Session has 9 women and 9 men currently.</p> <p>Office bearers (KS) in relation to congregation and parish profiles (cautious estimate!):-</p> <table border="1"> <thead> <tr> <th></th> <th><u>Congregation</u></th> <th><u>Office Bearers</u></th> <th><u>Parish</u></th> </tr> </thead> <tbody> <tr> <td>Student age and younger:</td> <td>3%</td> <td>0%</td> <td>29%</td> </tr> <tr> <td>Age 25-64:</td> <td>42%</td> <td>70%</td> <td>49%</td> </tr> <tr> <td>Age 65+:</td> <td>55%</td> <td>30%</td> <td>22%</td> </tr> </tbody> </table>			<u>Congregation</u>	<u>Office Bearers</u>	<u>Parish</u>	Student age and younger:	3%	0%	29%	Age 25-64:	42%	70%	49%	Age 65+:	55%	30%	22%
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Student age and younger:	3%	0%	29%															
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Age 65+:	55%	30%	22%															
1.3	What constitution do you have and does it serve mission?	Yes																
	<p>Comments:</p> <p>Unitary Constitution. We have used the flexibility of the unitary constitution to develop our structures.</p> <p>A number of elders who are former members of the Kirk Session are actively serving the Church family in a variety of leadership roles.</p>																	
1.4	Does the employment status of members of staff, their working relationships and the prioritisation of their work serve effectively the congregation's mission?	Yes																

	<p>Comments:</p> <p>We employ only one full time member of staff, the Development Ministries Leader (DML), appointed in 2011. (Other employees are the organist, a kitchen assistant and cleaner.) While the DML serves the congregation's mission effectively, we are looking to move to more of a team ministry as set out in our Parish Profile 2015.</p>	
1.5	Is the church in compliance with Act XII 2007 re provision and maintenance of manses? Do you have an annual manse inspection and follow up	Yes
	<p>Comments:</p> <p>Policy of annual rolling maintenance: annual clearing of gutters etc, redecorating a room most years in discussion with minister and spouse.</p>	
1.6	<p>Have recent property survey findings and recommendations been implemented?</p> <p>Please confirm the date of the last inspection of Sanctuary halls and manse.</p>	Yes
	<p>Comments:</p> <p>Detailed survey by Presbytery surveyor on 10 March 2015: no category A items (Urgent – fix within 1 year). Category B items (Essential – fix within 3 years) being tackled through a mix of volunteers and contractors.</p>	
1.7	Charities and Trustee Investment (Scotland) Act 2005 states that Charity trustees (or connected persons) cannot be remunerated unless certain conditions are met. If any Trustees or connected persons are in receipt of payments have correct processes (Law Dept. circular) been followed?	Yes
	<p>Comments: And none currently are.</p>	
1.8	Has your financial court adopted the General Assembly approved Bribery and Procurement Policy as instructed by Presbytery in November 2012?	Yes
	<p>Comments:</p> <p>The finance team reviewed and implemented the policy.</p>	

1.9 Do you have a Data Protection Policy? How is it implemented and how often is it reviewed?

Roll keeper (member of Kirk Session) and church secretary (both volunteers) attended Data Protection training in February 2014. The Data Protection

information provided by Presbytery is held in the office and regard is had to data protection principles in for example the storage and sharing of data, and file clearance.

2. BASIC FACTS AND FIGURES continued - Safeguarding

		Yes	No
2.1	Is the Church's 2010 Policy Statement on Safeguarding displayed in church premises and made accessible to the congregation?	Yes	
2.2	Has Kirk Session appointed a Safeguarding Co-ordinator?	Yes	
2.3	Has the Co-ordinator's name been passed to the Presbytery Safeguarding Contact and the Church of Scotland's Safeguarding Service?	Yes	
2.4	Has the Co-ordinator undergone training by a trainer accredited by the Safeguarding Service?	Yes	
2.5	Has the Kirk Session appointed two or more others to work with the Co-ordinator in operating a Safeguarding Panel? <i>Note: from a team of five comprising Minister, Session Clerk, Youth Ministry Area Leader, Nurture Ministry Area Leader and Safeguarding Co-ordinator, three members make up a panel when required.</i>	Yes	
2.6	Are all appointments of persons working with children and/or protected adults reported to and minuted by the Kirk Session? <i>Note: The Kirk Session, through its structure, delegates responsibility for approving appointments to the relevant Ministry Area Leaders (MALs), primarily Youth and Nurture. The Kirk Session attests the PVG list annually.</i>	Yes	
2.7	Is a register of all workers maintained by the Safeguarding Co-ordinator; has this been inspected and found to be up to date and in order, and has the Presbytery's Safeguarding Contact received two copies? Are past years' copies of the form stored?	Yes & Yes	
2.8	Are all completed application forms, job descriptions and other schedules retained on file, viewed and found to be in order? <i>Note: Where appropriate.</i>	Yes	
2.9	Have all workers been issued with the Church's 'Safeguarding and adults at Risk' Summary Card? <i>Note: Currently re-issuing 2014 version to all on register</i>	Yes	
2.10	Have all volunteers/employees been encouraged to attend Safeguarding training?	Yes	
2.11	Have all volunteers/employees been made aware of the procedures to be followed in the event of an allegation or declaration of harm or abuse?	Yes	

	<i>Note: See comment on 2.9 and also posters to re-inforce</i>		
2.12	Are Kirk Session, Minister, Co-ordinator and Safeguarding Panel aware of the policy for 'Including Those Who May Pose a Risk' and the procedures and support for working with convicted offenders? <i>Note: Although this matter has not arisen, the Safeguarding Co-ordinator and team understand the relevant procedures and support available from the Safeguarding Services at Church offices.</i>	Yes	
2.13	Have members of the Kirk Session attended Safeguarding Training for the recruitment, management & support of workers they appoint? <i>Note: to take forward</i>		No
2.14	Is the Kirk Session implementing the Church's Safeguarding policies & procedures?	Yes	
2.15	Is the Kirk Session implementing the Church of Scotland Data Protection Policies?	Yes	
Date:	Signature of Leader of Visiting Team:		

3. Statistical Information

Much of the foregoing requires only yes/no or numerical answers. Boxes already completed are using information already in Presbytery files. Where explanation or detail is required please type in the relevant box and it will expand to fit your text. Where approximations are requested there is no need to be precise.

3.1 Worship

Average weekly attendance at Sunday worship:	Total No:	Age profile of attendees (approximate):	under 16	35
	250 morning		16 - 24	5
	55 evening		25 - 44	30
	Number of Sunday Services:		45 - 64	80
	2		65+	100

Other worship services:	Type of service (evening, lunchtime, local care home, messy church etc.)	Total attending	Ave. age
Midweek	Wednesday 12.30 all year. Half hour service followed by lunch. Minibus provided.	18-24	75
TGiF	Like messy church. Last Friday of each month. Lunchtime and early afternoon (after local primary school closes).	40-80	Pre-school/primary aged children plus parents
Sunday 3pm	Half hour Communion service 4 times a year on Sundays when communion is also celebrated at 10.30 am. Communion is celebrated at the 6.30 pm service on a different 4 Sundays in the year, including Harvest weekend, and also on occasion at the Wednesday lunchtime service.	25	70

Christmas	Christmas Eve 6pm Half hour family service	80	G'parents parents & children
	Christmas Eve 11.30 pm 'Watchnight Service' with carols before	150	45
	Christmas Day 10.30 am half hour family service	120	40
Holy Week	Primary School Easter service – whole school comes to the sanctuary	480	Primary age and their teachers
	Good Friday 7pm with communion – joint service with local Episcopal and Roman Catholic Churches - they host on the Wednesday and Thursday.	80	55
	Easter Day sunrise service in the church grounds followed by breakfast.	30	30
Bereavement	Recently established, annual on a November Sunday afternoon.	40	60

3.2 Fellowship

Number on Communion Roll: Adherents: 17 (6M, 11F), March 15 Electoral Register	2014 -	496	Current age profile of members (approximate):	16 - 24	15
	2013 -	636		25 - 44	50
	2012 -	648		45 - 64	160
	2011 -	676		65+	275
	2010 -	712			

3.3 Service

	Male	Female	Average age
Elders	51 of whom 21 are inactive	24 of whom 5 are inactive	
Board Members or Deacons' Court (if appropriate)	n/a		
Kirk Session comprises 18: Interim moderator, 13 elders and 4 others (Ministry Area Leaders are ex officio on KS)	9	9	See 1.2 above
Staff member details other than minister (associate minister, secretary, youth worker, etc.) Name and job title	<p>Phil Coad – Organist (part time)</p> <p>Gail Rose – Development Ministries Leader (full time)</p> <p>Donna Bongartz – cleaner (part time)</p> <p>Emmanuel Kotey – café kitchen assistant (part time)</p> <p>Recruiting Sycamore Tree Café Manager. Moving towards church administrator post – till now been covered by volunteers.</p>		
How many baptisms or blessings per annum?	2014 Baptisms Blessings	1	
Adult baptisms/blessings in brackets.	2013 Baptisms Blessings	5 (1)	
	2012 Baptisms Blessings	6 (3) 1	
	2011 Baptisms Blessings	4	
	2010 Baptisms Blessings	2	
	How many weddings per annum?	2014 -	3
	2013 -	2	
	2012 -	2	
	2011 -	2	
	2010 -	2	
How many funerals per annum?	2014 -	17	
<i>Note: The figures opposite are as provided by</i>	2013 -	17	

<i>Presbytery and are the number of deaths of those on the roll. They do not include parish funerals or others associated with the congregation. One estimate is an additional 15 funerals a year but we are unable to confirm in our vacancy situation.</i>	2012 -	15
	2011 -	22
	2010 -	27
Please tell us about specific demands of your situation (exceptional number of funerals, Chaplaincies, etc.) and ways of sharing responsibilities.		

3.4 Discipleship

Numbers involved in Christian nurture		
We are taking this to include Sunday or other occasions when young people are involved in activities specifically geared to Christian nurture/education, and adults involved in small 'house' groups. We have not counted young people who are away at college/university some of whom are involved as leaders at the Easter Holiday Club and/or at Scripture Union camps.		
Children	Up to 15	65
Young adults	16 - 24	7
Adults	25+	100

3.5 Finance

	2010	2011	2012	2013	2014
Total income (1)	192,831	201,045	219,092	257,608	256,272
Total offerings (2)	176,709	176,145	191,070	224,631	211,328
Per capita giving (3)	241	247	283	347	426

Number of people giving under Gift Aid	120	113	125	121	118
Ministries and Mission	110,376	110,657	110,141	106,115	113,565
Balance in reserve funds	50,361	21,924	72,251	74,247	75,980

* These figures are taken from the Schedule of Financial Statistics completed by the Treasurer and submitted to the Stewardship and Finance Department.

Note 1 - Total income includes Total Offerings together with income from annual sales of work, donations from organisations plus extraordinary income used for general purposes; for example, the income from an invested legacy. Figures do not include income from restricted funds, legacies, general trustees and fundraising.

Note 2 - Total offerings includes offerings from Plate, WFO, Banker's Orders, Gift Aid, Tax recovered on Gift Aid, other donations including Gift Days, etc. (It should be the bottom line figure at end of part 1 of the Financial Schedule)

Note 3 - Per capita giving is total offerings divided by membership roll plus adherents.

Note 4 - Figures for Gift Aid to include spouse members - a couple equals 2 Gift Aid givers.

