

The Church of Scotland
PRESBYTERY OF EDINBURGH

GRANTON 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
	The Alpha Course is used as pre baptismal classes so that the parents have a good understanding of the basics of Christian faith.	
1.2	Are office bearers representative of congregation and parish in terms of age and gender?	Yes
	Most of the Elders are of working age which represents the major demographic of the parish. There is also a good mix between gender.	
1.3	What constitution do you have and does it serve mission?	Unitary
	We moved to unitary a few years back and re-orientated what we do round the three main functions of the church: worship, nurture and outreach. Accompanying this we have groups that support the work of these main groups. These are: fabric, finance, social and communications.	
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
	There is an MDS (Kirsty Harper) who has a particular focus on youth and	

	<p>families.</p> <p>Alongside this we employ a part time organist. Together we function as a good team with a high moral and motivation factor for growing the kingdom of God in Granton.</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>There is an annual inspection and one room per years is decorated. We do draw a difference between maintenance and development and try to maintain schedules for both.</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>2015. We are currently waiting for the reports to come back from the inspecting Architect.</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>To the best of our knowledge yes. All expenses paid out are tracked and dealt with in accordance with legal requirements. I.e. there is a clear audit trail.</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>We have done as required.</p>	

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

We are registered with the Presbytery and come under their data protection register arrangements.

We make extensive use of online media and have where possible used @granton.org.uk email addresses so people's personal details are not disseminated to the public.

Our online information is kept securely on cloud servers where the password is carefully guarded and known only to the communications convenor.

The person who runs this for us was previously an I.T. manager at the Scottish Executive who is aware of the requirements of data security. We have drawn extensively on their experience.

Over the previous 5 years we have moved our website platform from PHP to ASP and now use Wordpress so that we can keep up to date with an evolving web environment which includes keeping security up to date.

BASIC FACTS AND FIGURES continued - Safeguarding

		Yes	No
1.9	Is the Church's 2010 Policy Statement on Safeguarding displayed in church premises and made accessible to the congregation?	X	
1.10	Has Kirk Session appointed a Safeguarding Co-ordinator?	X	
1.11	Has the Co-ordinator's name been passed to the Presbytery Safeguarding Contact and the Church of Scotland's Safeguarding Service?	X	
1.12	Has the Co-ordinator undergone training by a trainer accredited by the Safeguarding Service?	X	
1.13	Has the Kirk Session appointed two or more others to work with the Co-ordinator in operating a Safeguarding Panel?	X	
1.14	Are all appointments of persons working with children and/or protected adults reported to and minuted by the Kirk Session?	X	
1.15	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?	X	
1.16	Are all completed application forms, job descriptions and other schedules retained on file, viewed and found to be in order?	?	
1.17	Have all workers been issued with the Church's ' <i>Safeguarding and adults at Risk</i> ' Summary Card?	X	
1.18	Have all volunteers/employees been encouraged to attend Safeguarding training?	X	
1.19	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?	?	
1.20	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?	X	
1.21	Have members of the Kirk Session attended Safeguarding Training for the recruitment, management & support of workers they appoint?	X	
1.22	Is the Kirk Session implementing the Church's Safeguarding policies & procedures?	X	
1.23	Is the Kirk Session implementing the Church of Scotland Data Protection Policies.	X	
Date:		Signature of Leader of Visiting Team:	

2. 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.

2.1 Worship

Average weekly attendance at Sunday worship: 85 Number of Sunday Services: 1	Total No:	Age profile of attendees (approximate):	under 16	20
			16 - 24	1
			25 - 44	14
			45 - 64	25
			65+	25

Other worship services:	Type of service (evening, lunchtime, local care home, messy church etc.)	Total attending	Ave. age
Youth	Messy Church Patch Club		Primary + Pre School

2.2 Fellowship

Number on Communion Roll: Adherents	2014 -	199	Current age profile of members (approximate):	16 - 24	1
	2013 -	207		25 - 44	19
	2012 -	208		45 - 64	69
	2011 -	244		65+	110
	2010 -	275			

2.3 Service

	Male	Female	Average age
Elders	7	11	55
Board Members or Deacons' Court (if appropriate)			
Staff member details other than minister (associate minister, secretary, youth worker, etc.) Name and job title	Ministry Development Staff - Mrs Kirsty Harper		
How many baptisms or blessings per annum?	2014 Baptisms Blessings	5 (2)	
Adult baptisms/blessings in brackets.	2013 Baptisms Blessings	2 (1)	
	2012 Baptisms Blessings	4 (2)	
	2011 Baptisms Blessings	2	
	2010 Baptisms Blessings	2	
	How many weddings per annum?	2014 -	2
	2013 -	2	
	2012 -	0	
	2011 -	2	
	2010 -	10	
How many funerals per annum?	2014 -	27	
	2013 -	21	
	2012 -	30	
	2011 -	32	
	2010 -	35	
Please tell us about specific demands of your situation (exceptional number of funerals, Chaplaincies, etc.) and ways of sharing	There is nothing exceptional in terms of the pastoral load. Our funeral numbers have drastically reduced over		

responsibilities.	the previous 5 years and continue to do so.
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2.4 Discipleship

Numbers involved in Christian nurture		
Children	Up to 15	50 approx
Young adults	16 - 24	1
Adults	25+	80 approx

2.5 Finance

	2010	2011	2012	2013	2014
Total income (1)				53,223	
Total offerings (2)				38,238	
Per capita giving (3)				185	
Number of people giving under Gift Aid					
Ministries and Mission	30,938	30,171	30,708	27,302	22,714
Balance in reserve funds					

* 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.

