

CHARITY REGISTRATION NUMBER: NIC 101753

ST PAUL'S PARISH CHURCH - GILFORD
TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

St Paul's Parish Church - Gilford

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St Paul's Parish Church - Gilford

Reference and Reference and Administrative Details

Year Ended 31 December 2022

Chairman	Rev. Denise Caddoo
Hon. Secretary	Dr Joanne Weir
Hon. Treasurer	Mr Clive Serplus
Parochial Nominators	William McKeown David Francey
Select Vestry	Mrs Grace McCart Mr David Francey Mr Clifford John McBurney Mr William McKeown Mrs Marion Davidson Mr Clive Serplus Rev Denise Caddoo Mrs Judith Vivine McBurney Mr John Henry Dennison Mr Ian McCart Mr Colin McElroy Mr Robert Somerville Dr Joanne Weir
Contact Address	The Vicarage 18 Scarva Road Gilford Co Down BT63 6BG
Independent Examiner	Kennedy & Co Chartered Certified Accountants & Registered Auditors 21 Kilmorey Street Newry Co. Down BT34 2 DF
Bankers	AIB 42-44 Hill Street Newry Co. Down BT34 1AU

St Paul's Parish Church - Gilford

Trustees' Annual Report

Year Ended 31 December 2022

The trustees present their annual report together with the financial statements consisting of the Statement of financial activities and the statement of Assets and Liabilities for St Paul's Parish Church Gilford for the year ended 31 December 2022

Objectives and Activities

The main Charitable purpose of the Church of Ireland is for the advancement of Religion.

The principle function of the Parish of St Paul's Gilford is to support the advancement of the Christian faith by promoting through the work of the Vicar, Select Vestry and its parishioners the whole mission of the church, Pastoral, Evangelistic, Social and Ecumenical. A caring Church supporting the needs of the community since 1869 the church has continued to be open and engaging with the community and offering support for those needing help which is fundamental to the practical benefits of Christianity.

As a result of activity in pursuit of the advancement of the Christian Faith, St Paul's Parish Church has custody of property, records, materials and artifacts of significance to the cultural and religious heritage of the community. Maintenance is undertaken by the Select Vestry of St Pauls Parish Church.

Achievements, Performance and Public Benefit

St Pauls Parish Church has weekly services on Sunday mornings at 11:30am and an additional Early morning Communion Service at 9:30am once monthly. All services comprise of a mixture of Morning Prayer, Holy Communion, Family Service, Baptism together with other special services during the year comprising of but not limited to Lenten Services, Holy Week, Harvest Thanksgiving and Christmas Services. Pastoral Care is also provided by the Vicar with regular home, hospital and care home visits.

The Vicar of St Paul's Parish sits on the Board of Governors of Gilford Primary School and supports and encourages the work of the school to maintain good standards and practices both academically and through the advancement of Religion. The Vicar attends and conducts regular services within the school.

St Paul's Parish Church - Gilford

Trustees' Annual Report

Year Ended 31 December 2022

Financial review

- The principle source of Income to St Paul's Parish Church continues to be from Free Will Offering Donations and loose plate collections. Gift Aid income is also derived from the above source of income.
- The principle expense of St Paul's Parish Church is in respect of Vicars Stipend, Diocesan Pension and Costs as well as Church maintenance expenses.
- St Paul's Parish Church had a deficit of payments outweighing receipts by £48,013 for the year ended 31 December 2022.
- Essential repairs to the Church, Church Hall and Vicarage are noted in the Parish report and have attributed to the decline in total cash funds from the repair and development fund account.
- RCB investment income of £14,520 is restricted solely for use for the Vicars Stipend.
- Funds reserved in Ulster Bank Accounts are restricted for use against essential maintenance and development costs to the parish.
- St Paul's Church continues to be in a healthy financial position as at 31 December 2022 with total cash funds of £42,565.
- St Paul's Church aims to retain sufficient reserves to meet its expected future expenditure requirements as well as potential future capital projects.
- The Hall Project for the replacement of the Hall Roof and Internal Redevelopment commenced in May 2021 and was completed in May 2022. We received an advance of £50,000 by way of on-going credit facility from Stramore Credit Union with monthly interest of Bank of England base plus 3.9% capped at 6%.
- During the year, the legacies totalling £200 were transferred from the Repair and Development Fund to the Hall Redevelopment fund as per the families request.

St Paul's Parish Church - Gilford

Trustees' Annual Report

Year Ended 31 December 2022

Structure, Governance and Management

Going Concern

The trustees have reviewed its planned expenditure for the year ahead and are satisfied that there are adequate funds in place to ensure the Parish can continue its activities and the financial statements for the year ended 31 December 2022 can be signed off as a going concern.

Governing Document and Constitution of the Charity

Chapter 111 of the constitution of the Church of Ireland governs Parishes and Parochial Organisations. The Select Vestry are Charity Trustees.

Organisational Structure

The Select Vestry consists of a member of the Clergy serving in the Parish, the Church Wardens, Glebe Wardens and generally not more than twelve other members elected at General Vestry.

The Select Vestry is responsible for the day to day management of the Parish. The select vestry is chaired by the incumbent or any other member of clergy officiating within the parish. Select vestry members are responsible for making decisions on matters of general concern and importance to the parish including deciding how parish funds can be applied within the remit of Finance, Furnishings and Fixtures.

The Select Vestry meets at times fixed by the members or the Diocesan Synod. Special meetings may be convened at any time by the chairperson or church wardens.

Appointment of Select Vestry (Trustees)

All members of the Church of Ireland who are over the age of 18 and who are either resident within the Parish or live elsewhere but have been accustomed members of the congregation for at least three months may register as members of the General Vestry of the Parish. The register of members is opened for a period of 4 weeks each February and close and validated by the Select Vestry. Being noted on the Register of Vestrypersons allows them to attend and vote at meetings of the General Vestry and stand for election to the Select Vestry. The Vicar can appoint a Vicars Church Warden and Vicars Glebe Warden with the General Vestry appointing Peoples Church Warden and Peoples Glebe Warden all of which are automatically appointed to the Select Vestry. All Select Vestry members hold their positions for a period of one year and maybe re-elected annually with no limit on the terms to be served.

Compliance with Public Benefit

The Parish has given careful consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure that activities entered into during the year have assisted to achieve the Parish's objectives and activities as well as providing public benefit.

Trustees' Annual Report

Year Ended 31 December 2022

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' annual report and the financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom generally accepted Accounting Practice).

The law applicable to charities in Northern Ireland with income of less than £250,000 allows the trustees to prepare a statement of receipts and payments account and a statement of assets and liabilities for each financial year. The trustees have elected under Section 64(3) of the Charities Act (Northern Ireland) 2008 to do this.

The trustees are responsible for keeping accounting records that are sufficient to show and explain the Parish's transactions and disclose with reasonable accuracy at any time the assets and liabilities of the Parish. They are also responsible for the safeguarding of assets and hence for taking all reasonable steps for the prevention and detection of fraud and other irregularities.

Statement as to disclosure to our examiners


In so far as the trustees are aware at the timing of approving our trustees' annual report:

- There is no relevant audit information of which the Independent examiner is unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant examination information and to establish that the Independent examiner is aware of that information.

Independent Examiners

The examiners, Kennedy & Co, have indicated their willingness to continue in office and a resolution concerning their reappointment was proposed at the Annual Easter Vestry Meeting.

This Trustees' Annual Report was approved on 23/10/2023 and signed on its behalf by



Clive Serplus
Treasurer



Rev. Denise Caddoo
Vicar

St Paul's Parish Church - Gilford

Independent Examiner's Report to the Trustees of St Paul's Parish Church - Gilford

I report on the accounts of St Paul's Parish Church - Gilford for the year ended 31 December 2022 which are set out on pages 4 to 15.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- examine the accounts under section 65 of the Charities Act;
- follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under section 65 (9)(b) of the Charities Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65 (9)(b) of the Charities Act.

My examination included 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 seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act.
2. That the accounts do not accord with those accounting records.
3. That the accounts do not comply with the accounting requirements of Charities Act.
4. That there is further information needed for a proper understanding of the accounts to be reached.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.



Jonathan Faulkner
FCCA
Kennedy & Co
Chartered Certified Accountants and Registered Auditors
21 Kilmorey Street
Newry
Co Down
BT34 2DF

Date: 23/10/2023

St Paul's Parish Church - Gilford

Statement of Financial Activities (Receipts and Payments Account) for the Year Ended 31 December 2022

	NOTE	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Income and Endowments from:				
Donations and legacies	2	47,467	17,771	65,238
Other trading activities	3	2,720	-	2,720
Investment Income	4	203	14,863	15,066
Other Income	5	3,745	-	3,745
Total Income		<u>54,135</u>	<u>32,634</u>	<u>86,769</u>
Expenditure on:				
Diocesan Costs/Assessment	6	40,288	14,520	54,808
Church and Church hall running costs	7	14,924	-	14,924
Vicarage running costs	8	3,775	-	3,775
Administrative costs	9	4,432	-	4,432
Charitable donations	10	911	2,141	3,052
Capital Payments - Church Hall	11	-	52,993	52,993
Other	12	798	-	798
Total Expenditure		<u>65,128</u>	<u>69,654</u>	<u>134,782</u>
(Deficit)/Surplus for the year before transfers		(10,993)	(37,020)	(48,013)
Transfers		(1,376)	1,376	-
(Deficit)/Surplus for the year		<u>(12,369)</u>	<u>(35,644)</u>	<u>(48,013)</u>

All of the charity's activities derived from continuing operations during the above two periods.

St Paul's Parish Church - Gifford

Statement of Assets and Liabilities as at 31 December 2022

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Funds Reconciliation			
Cash at bank and in hand at 31 December 2021	39,357	51,221	90,578
(Deficit)/Surplus for the year	(12,369)	(35,644)	(48,013)
Cash at bank and in hand at 31 December 2022	<u>26,988</u>	<u>15,577</u>	<u>42,565</u>

Bank and Cash Balances			
Bank Current Accounts	<u>26,988</u>	<u>15,577</u>	<u>42,565</u>

Fixed Assets


Assets retained for the Church's own use comprise the following properties.


	Total 2022 £
Vicarage	255,000
Church Hall	175,368
	<u>430,368</u>

Liabilities

Loan Account	<u>(52,185)</u>
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Approved by the trustees on 23/10/2023 and signed on their behalf by:


Clive Serplus


Rev. Denise Caddoo
Vicar

Notes to the Financial Statements for the Year Ended 31 December 2022

1 Accounting policies

Set out below are the principal accounting policies which have been adopted in the compilation of the Statement of Financial Activities (Receipts and Payments Account) and the Statement of Assets and Liabilities.

(a) Statement of Financial Activities (Receipts and Payments Account)

All items of income and expenditure included within the Statement of Financial Activities Account have been accounted for on a receipts and payments basis.

(b) Statement of Assets and Liabilities

The assets of the Parish, retained for its own use comprise of:

- Church Building and Graveyard
- Church Hall
- Vicarage
- Fixtures and Fittings

The Church Buildings and Graveyard are deemed to be Heritage assets as defined by the Charities SORP (FRS102). These Heritage assets are not included in the statement of assets and liabilities as information on the cost or valuation is not available and such information cannot be obtained at a cost commensurate with the benefit to the users of the accounts and to the parish.

The Vicarage and Church Hall are recognised at the estimated net realisable value of the property. No depreciation has been provided on the rectory as the current estimated residual value is not less than its carrying value and the remaining useful life currently exceeds 50 years.

Basis of preparation

As the total income of the parish is less than £250,000, the trustees have elected to prepare the accounts on a receipts and payment basis.

Notes to the Financial Statements for the Year Ended 31 December 2022

2 Income from donations and legacies

	Unrestricted Funds General 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Donations and legacies:			
Loose Collections	44,935	-	44,935
Repairs and Building fund subscriptions	-	15,160	15,160
Donations	2,532	2,141	4,673
Legacies	-	200	200
Gift aid reclaimed	-	-	-
Hall Project Loose Plate	-	270	270
	<u>47,467</u>	<u>17,771</u>	<u>65,238</u>

3 Income from other trading activities

	Unrestricted Funds General 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Proceeds from Fund Raising Events			
Fundraising Events	2,707	-	2,707
NIE Wayleave	13	-	13
	<u>2,720</u>	<u>-</u>	<u>2,720</u>

4 Investment Income

	Unrestricted Funds General 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Interest receivable and similar income;			
Interest receivable on bank deposits	<u>203</u>	<u>14,863</u>	<u>15,066</u>

St Paul's Parish Church - Gilford

Notes to the Financial Statements for the Year Ended 31 December 2022

5 Other Income

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Covid Grant	1,510	-	1,510
Baptism Certificate	50	-	50
Credit Union Loan increase	2,185	-	2,185
	<u>3,745</u>	<u>-</u>	<u>3,745</u>

6 Diocesan Costs/Assessment

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Wages	24,192	14,520	38,712
Pension	9,952	-	9,952
Diocesan Costs	6,144	-	6,144
	<u>40,288</u>	<u>14,520</u>	<u>54,808</u>

7 Church and hall church running costs

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Church Maintenance	1,350	-	1,350
Hall Maintenance	1,580	-	1,580
Light and Heat	5,314	-	5,314
Water Rates	301	-	301
Insurance	2,866	-	2,866
Church Overheads	3,514	-	3,514
	<u>14,924</u>	<u>-</u>	<u>14,924</u>

St Paul's Parish Church - Gilford

Notes to the Financial Statements for the Year Ended 31 December 2022

8 Vicarage Costs

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Vicarage Maintenance	2,565	-	2,565
Rates	1,210	-	1,210
	<u>3,775</u>	<u>-</u>	<u>3,775</u>

9 Administrative costs

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Bank Fees	2,713	-	2,713
Accountancy Fees	600	-	600
General	1,118	-	1,118
	<u>4,432</u>	<u>-</u>	<u>4,432</u>

10 Charitable Donations

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Poppy Appeal/ Earl Haig Fund	-	200	200
Gilford Scout Group	50	-	50
Harvest Appeal - Craigavon Foodbank	48	453	500
Harvest Appeal - McMillan Nurses	-	500	500
DSD - Gilford Primary	124	-	124
Bishop Appeal	-	267	267
Altex Collection	-	242	242
Hall Festival	167	-	167
Christian Aid	-	78	78
Southern Area Hospice	98	402	500
CMS Donated	425	-	425
	<u>911</u>	<u>2,141</u>	<u>3,053</u>

St Paul's Parish Church - Gilford

Notes to the Financial Statements for the Year Ended 31 December 2022

		Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
11	Capital Payment - Church Hall Church Hall	-	52,993	52,993

		Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
12	Sundry			
	Invitation cards	30	-	30
	Jubilee Coins	70	-	70
	Gift for outgoing vestry	70	-	70
	Baptism cards	16	-	16
	Organ Service	185	-	185
	Mothers Union Evening costs	74	-	74
	Donations to Bishops Bike Ride	100	-	100
	Flowers for Bishops Wife	55	-	55
	Mens Breakfast Club	76	-	76
	Sunday prize	123	-	123
		<u>798</u>	<u>-</u>	<u>798</u>

- 13 Transactions with the Trustees**
The parish paid expenses of £3,775 relating to the running costs of the vicarage which is occupied by the reverend.

14 Governance Costs

Governance costs of £600 were included during the year of which £600 relates to fees paid to the independent examiner. Governance costs are included within Administrative costs in the Receipts and Payments Account.