

## **St Paul's Parish Church - Gilford**

### **Trustees' Annual Report**

#### **Year Ended 31 December 2023**

The trustees present their annual report together with the independently examined 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 2023.

#### **Objectives and Activities**

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

The principle function of St Paul's Parish Church 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 - Gifford

### Trustees' Annual Report

Year Ended 31 December 2023

#### 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 £1,496 for the year ended 31 December 2023.
- 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 £15,497 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 2023 with total cash funds of £41,068.
- 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%.  
  
Loan balance as at 31 December 2023 was reduced to £37,785.04. Funds totalling £22,604.44 (£14,604.44 of which is restricted funding) are held in Credit Union Offset Account to reduce interest liabilities on the loan.
- During the year, the legacies totalling £130 were transferred from the Repair and Development Fund to the Hall Redevelopment fund as per the families request.
- The Church has set up a Discretionary Fund through which donations are received and allocated at the discretion of the Vicar to assist those who are in need of help, support and assistance within the Parish.

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#### **Year Ended 31 December 2023**

#### **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 2023 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 closed 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 may be 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.

**St Paul's Parish Church - Gilford**

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**Year Ended 31 December 2023**

**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 information of which the Independent Examiner is unaware; and
- The trustees have taken all steps that they ought to have taken to make ourselves 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 21/10/24 and signed on its behalf by



**Clive Serplus**  
**Treasurer**



**Rev. Denise Caddoo**  
**Vicar**