



PARISH OF BALLYPHILIP AND ARDQUIN

Annual report and statement of accounts for the year ended 31.12.2022

REFERENCES AND ADMINISTRATIVE DETAILS

Charity name	Parish of Ballyphilip and Ardquin
Charity registration number	NIC 102622
Contact address	Church Street, Portaferry, BT22 1LS

TRUSTEES AND OFFICE BEARERS

TRUSTEES (SELECT VESTRY)

Rev. Canon Gill Withers B.Ed. (Chair)	Michael Beckett
Elizabeth Browne	Eveleigh Brownlow MBE
Rhoda Dorndorf	John Johnston
Elaine McFeeters	Lorna Peacock
James Quinn	Mark Rebbeck
Nancy Sheridan	Kathleen Smyth
Cecilia Stephens	Vivienne Young
Rev. Jennifer Montgomery (ex officio)	

PRINCIPAL OFFICE BEARERS

Rector	Rev. Canon Gill Withers B.Ed.
Assisting minister	Rev. Jennifer Montgomery
Lay readers	Karen McAlpine Rosemarie Armstrong-Woodroffe
Honorary secretary	Elaine McFeeters
Honorary treasurer	John Johnston
Rector's churchwardens	
• St James's, Ballyphilip	Kathleen Smyth (until 31.03.2022) Elizabeth Browne (since 01.04.2022)
• The Abbacy, Ardquin	Cecilia Stephens
People's churchwardens	
• St James's, Ballyphilip	Elaine McFeeters
• The Abbacy, Ardquin	Mark Rebbeck

Glebe wardens

- Rector's glebe warden
Vacant (until 31.03.2022)
Rhoda Dorndorf (since 01.04.2022)
- People's glebe warden
Vacant (until 31.03.2022)
Vivienne Young (since 01.04.2022)

OTHER OFFICE BEARERS

Parochial nominator	Elizabeth Browne
Supplemental parochial nominator	Vacant
Diocesan synods person	Michael Beckett
Supplemental diocesan synods person	Vacant
Free will offerings recorder	John Johnston
Organists	Jennifer Bryce Winifred Irvine Elizabeth Lyttle BEM
Choir coordinator	Sarah Alcorn B.Sc. (until 30.06.2022) Vacant (since 01.07.2022)
Health and safety officer	Vacant (until 31.03.2022) Rhoda Dorndorf (since 01.04.2022)
Caretaker	Thomas Leebody
Independent examiner	Guardian Chartered Accountants 2 William Street Newtownards BT23 4AH
Bankers	Danske Bank Donegall Square West Belfast BT1 6JS

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31.12.2022

The trustees present the annual report and the statements of receipts and payments and of assets and liabilities for the Parish of Ballyphilip and Ardquin for the year ending 31.12.2022.

The trustees first wish to record their gratitude to Kathleen Smyth and Sarah Alcorn who have stepped down after many years of dedicated service to the parish and the community as churchwarden and choir co-ordinator and to thank the following for their generosity to the parish:

- Mrs Sian Wells for a donation in memory of her father, Lt Col. Fred Beringer, late RE.
- Eveleigh Brownlow, Martin Ellison, and Cecilia and Nick Stephens for donations in kind towards the upkeep of St James's and the Abbacy.
- The Upper Ards Historical Society for a donation to the restoration of St James's.
- Mr and Mrs Oliver Savage and Mr and Mrs Rowland Savage for allowing worshippers to park on their property when services are being held in the Abbacy.

OBJECTIVES AND ACTIVITIES

The charitable purpose of the Church of Ireland is the advancement of religion.

The principal function of the Parish of Ballyphilip and Ardquin is to support the advancement of the Christian religion by promoting, through the work of St James's, Ballyphilip and the Abbacy, Ardquin the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Being open to and engaging with society as a whole and offering support for those needing help are fundamental to the practical delivery of the benefits of Christianity.

As a result of activity in the pursuit of the advancement of the Christian religion, the Parish of Ballyphilip and Ardquin has custody of property and of records, materials and artefacts significant to the cultural and religious heritage of the parish and the Upper Ards. The maintenance of these items is undertaken by the select vestry of the Parish of Ballyphilip and Ardquin.

ACHIEVEMENTS, PERFORMANCE, AND PUBLIC BENEFIT

ADVANCEMENT OF RELIGION

PASTORAL ACTIVITY

At least one act of public worship has taken place in the parish each week throughout the year. Services of Holy Communion and Morning Prayer were held in St James's whenever the weather permitted: at other times, they were held in the Parish Centre. The heating system in the Parish Centre failed in November and since then all services have been held in the Abbacy. The experience has been a test of faith and notwithstanding the disruption and inconvenience, fifteen to twenty people of all ages have consistently attended services at Ballyphilip and at Ardquin.

EVANGELISM

The parish has supported Christian missions and charities with donations totalling £1,725 to the Church of Ireland Bishops' Appeal, Christian Aid Ireland, Eggshell Cambodia, Tearfund, and World Vision as well as distributing gifts from the rector's discretionary fund, commonly known as Brown's Charity, to elderly and deserving parishioners and townsfolk at Christmas and Easter or, where appropriate, at other times in the year.

SOCIAL ENGAGEMENT

The parish raised £100 each for the Air Ambulance NI through an Easter ballot and collected £155 for The Royal British Legion during Remembrance, while individual parishioners actively supported the recently established

food bank and the Parish Centre was used for inter-denominational and cross-community social, cultural, and recreational activities as well as for private and family functions.

ECUMENICAL ACTIVITY

The parish worked with other denominations on public evangelism during the Portaferry Gala week in July, in holding an ecumenical carol service during Advent, and in providing an opportunity for prayer and reflection on St Sylvester's Day, 31 December. These activities weakened divisions between denominations and opened minds to the Holy Spirit and to Our Saviour's words.

In the same sense of Christian unity, whenever there is a fifth Sunday in a month, parishioners from Ballyphilip and Ardquin join their fellows from Greyabbey and Kircubbin Parish or their neighbours from Portaferry Methodist Church in common worship. At least one united or joint service takes place every quarter, the location alternating between St James's, Ballyphilip and the Methodist Church or between St James's and either St Saviour's, Greyabbey or Holy Trinity, Kircubbin. The worshippers meet after the service for refreshments and Christian fellowship.

HERITAGE AND PROPERTY MANAGEMENT

THE ABBACY

Maintenance and repair work has continued. A fire safety inspection has been carried out, the main door has been repainted, and work will start to clear the gutters and replace a faulty lighting control panel.

ST JAMES'S

The heating system in St James's, Ballyphilip failed in 2020 and cannot be repaired. Environmental, physical, and fire safety constraints preclude installing a new oil-fired boiler. An under-pew electrical heating system, similar to that in Holy Trinity, Kircubbin, will be installed as part of the church's restoration programme.

In accordance with advice from the parish's insurers, the church and the adjacent graveyard have been closed after autumnal storms brought down masonry from the tower of the church. No decision on reopening the church or graveyard will be made until a structural survey of the church has been carried out.

BALLYPHILIP PARISH CENTRE

A storm dislodged the cowl of an extraction fan on the roof of the building. Efforts to arrange repair of the cowl and fan are ongoing.

The defunct boiler will be removed and a new one installed during the first quarter of 2023.

MARGARET HURST DWELLING

The tenant vacated the property in September 2022. The property had become neglected during the tenancy, in part because routine inspections were not permissible during lockdowns. Remedial works are being carried out to secure and make the property habitable, pending a decision by the select vestry on its future.

COMPLIANCE WITH PUBLIC BENEFIT

The trustees have carefully considered the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the activities which were started during the year have helped to achieve the parish's objectives and activities, as well as providing public benefit.

FINANCIAL REVIEW

Receipts in 2022 came to 391,185 (2021: 88,456), while payments amounted to £122,987 (2021: 82,932), leaving a balance of £268,198 (2021: 5,524). The figures for 2022 include £330,030 from the sale of the glebe lands and shares in Shell plc, while those for 2021 include a substantial legacy, several large one-off donations, and a refund of costs for repairs at the rectory. If these and similar items are excluded from the accounts, the parish's annual income each year was about £60,000, half of which coming from free will offerings and other donations.

Payments for 2022 include £59,296 for clearing the Abbey Restoration loan, which will save the parish over £7,000 annually in interest and capital repayments. The loan was cleared by drawing £60,000 from the proceeds of the glebe lands sale. The £250,000 which remained from the sale was invested in the RB General Unit Trust (NI) and produced an income of £6,367.

With over £30,000 raised towards the restoration of St James's, the parish's financial position has been stabilised and the parish can consider its long-term future. Having reviewed the budgets for the year ahead, the trustees are satisfied that there are adequate funds in place to ensure that the parish can continue its activities and that the financial statements can be signed off as a going concern for the year ended 31.12.2022.

STRUCTURE, GOVERNANCE, AND MANAGEMENT

GOVERNING DOCUMENT AND CONSTITUTION

Chapter III of the Church of Ireland constitution governs parishes and parochial organisation. The members of the select vestry are the charity trustees.

RECRUITMENT AND APPOINTMENT OF SELECT VESTRY (TRUSTEES)

All members of the Church of Ireland who are over the age of 18 and 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, allowing them to attend and vote at meetings of the general vestry and to stand for election to the select vestry. Meetings of the general vestry are held at least once a year. The select vestry is elected as part of this general vestry meeting. The select vestry will hold their positions for a period of one year. Select vestry members may be re-elected annually and there is no limit on the number of terms which may be served.

PAY AND REMUNERATION

The parish meets forty percent of the stipend and allowances which the rector receives from the Parish of Greyabbey and Kircubbin. Visiting clergy, lay readers, and organists receive a fee for each service they conduct or at which they play. The caretaker is paid weekly in accordance with the National Living Wage.

ORGANISATIONAL STRUCTURE

The select vestry is responsible for the day-to-day management of the parish. The select vestry consists of the member of the clergy serving in the parish, the churchwardens, the glebe wardens, and generally not more than twelve other members of the general vestry elected at the General Vestry. Retired members of clergy resident in the parish are ex officio members of the select vestry.

The select vestry is chaired by the incumbent or other member of the clergy officiating in 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 are to be applied.

The select vestry meets at times fixed by the members or by the diocesan synod. Special meetings may be convened at any time by the chairperson or the churchwardens. In 2022 the Select Vestry met 8 times during the year and the average attendance was 60%.

SAFEGUARDING POLICIES

The parish's safeguarding, data protection, and copyright policies are compliant with Church of Ireland guidelines. Health and safety policy and documentation follow guidance issued by Ards and North Down Borough Council.

Advice has been received from the Historic Environment Division of the Department for Communities, Ards and North Down Borough Council, and the Diocese of Down and Dromore on the restoration of St James's. Further advice will be sought from the RCB Library on safeguarding heritage items during restoration works.

COMPLIANCE WITH PUBLIC BENEFIT

The trustees have carefully considered the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the activities which were started during the year have helped to achieve the parish's objectives and activities, as well as providing public benefit.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and statement of receipts and payments and statement of assets and liabilities in accordance with applicable law and regulations. The law applicable to charities in Northern Ireland with an income of less than £250,000 requires the members of the trustees to prepare a statement of receipts and payments and a statement of assets and liabilities for each financial year. The trustees are responsible for keeping accounting records that adequately 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 safeguarding the assets of the parish and hence for taking reasonable steps to prevent and detect fraud or other irregularities.

Signed on behalf of the trustees:

.....*Canon Gill Withers*..... (Rector) *Elaine Myfeeters*..... (Hon. Secretary)
Date.....*27/12/2023*.....