



PARISH OF BALLYPHILIP AND ARDQUIN

Trustees' annual report and statements of receipts and payments and of assets and liabilities for the year ended
31.12.2024

CHARITY DETAILS

REFERENCES AND ADMINISTRATIVE DETAILS

Charity name	Parish of Ballyphilip and Ardquin
Charity registration number	NIC 102622
Contact address	35 Church Street, Portaferry, BT22 1LS

TRUSTEES (SELECT VESTRY)

Rev. Canon Gillian Withers, B.Ed. (chair)	Peter Armstrong-Woodroffe (until 20.09.2024)
Rosemarie Armstrong-Woodroffe	Michael Beckett
Elizabeth Browne	Eveleigh Brownlow, MBE
Rhoda Dorndorf	Angus Graham
John Johnston	Elaine McFeeters
Diane McWhinney	Mark Rebbeck
Lorna Peacock	Nancy Sheridan
Kathleen Smyth	Cecilia Stephens
Vivienne Young	Rev. Dr Jennifer Montgomery (until 01.05.2024)

PRINCIPAL OFFICE-BEARERS

Rector	Rev. Canon Gillian Withers, B.Ed.
Parish secretary	Elaine McFeeters
Treasurer	John Johnston
St James's, Ballyphilip	
• Rector's churchwarden	Elizabeth Browne
• People's churchwarden	Elaine McFeeters
The Abbacy, Ardquin	
• Rector's churchwarden	Cecilia Stephens
• People's churchwarden	Mark Rebbeck
Glebe wardens	
• Rector's glebe warden	Rhoda Dorndorf
• People's glebe warden	Vivienne Young

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 31.12.2024

The trustees present the annual report and statements of receipts and payments and of assets and liabilities for the Parish of Ballyphilip and Ardquin for the year ending 31.12.2024.

The trustees first wish to express the condolences of the parish to the families of those who have died during the past year:

Mr Peter Armstrong-Woodroffe (member of the select vestry, 2023-24).

Mrs Claire Auld (parishioner)

Mrs Frances Burn (parishioner)

Rev. Michael Houston (rector, 1999-2007).

Rev. Dr Jennifer Montgomery (assisting minister, 2018-24).

Mrs Helen Parkinson (parishioner).

Secondly, the trustees wish to thank the following for the support which they have given to the parish during the past year:

The Dorinda, Lady Dunleath Charitable Trust, The Esmé Mitchell Trust, Portaferry Credit Union, and Summerfield PROBUS Club, Knock for grants and donations towards the restoration of St James's Church, Ballyphilip.

The National Churches Trust: Treasure Ireland Project and the Representative Church Body: Church Fabric and Development Fund for pledges of financial support towards the costs of restoring and reopening St James's Church as the parish church.

The parishioners who raised £2,326 through sales of crafts, refreshment donations, sponsored walks, fireside quizzes, and ballots. Especial thanks are due to Betty Lyttle for compiling the challenging quizzes and to Joseph Long for donating a slate painting as the first prize for the autumn ballot.

Nick and Cecilia Stephens and Mark Alcorn for carrying out repair and maintenance work as freewill offerings.

Mr and Mrs Oliver Savage and Mr and Mrs Roderick Savage for allowing parishioners to use their lane for access and parking during services at Ardquin.

OBJECTIVES AND ACTIVITIES

The charitable purpose of the Church of Ireland is the advancement of religion, and the principal function of the Parish of Ballyphilip and Ardquin is to support the advancement of the Christian religion by promoting 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, records, materials, and artefacts of significance to the cultural and religious heritage of the Upper Ards. The maintenance of the property, records, materials, and artefacts is undertaken by the select vestry of the Parish of Ballyphilip and Ardquin.

ACHIEVEMENTS, PERFORMANCE, AND PUBLIC BENEFIT

ADVANCEMENT OF THE CHRISTIAN RELIGION

During the past year, the parish has promoted the Christian message to the community of the Upper Ards through acts of public worship every Sunday in the Abbacy, Ardquin or the Ballyphilip Parish Centre. The

services, which have been regularly attended by fifteen to twenty people of all ages and from all backgrounds and have fostered the worshippers' spiritual health and enhanced Christian values.

The parish has worked throughout the year with the other denominations in Portaferry on public evangelisation, especially during the summer gala and at Advent. The parish has joined its neighbours from Greyabbey and Kircubbin Parish or Portaferry Methodist Church in common worship and Christian fellowship whenever there has been a fifth Sunday in a month, and individual parishioners have been active in prayer meetings and Bible study groups that have transcended denominational differences and reinforced the Christian message among believers.

The parish has donated £2,580 to Christian and secular charities to relieve misery and suffering at home and abroad. Parishioners are actively supporting the food bank which Elim Pentecostal Church has recently opened in Portaferry. Place2Be, the interdenominational youth club which meets in the parish centre, offers safety, calm, and love to disorientated and socially excluded young people in the town. The parish centre also provides the community with a safe space for cultural and social activities and for family events within and across denominational boundaries.

These actions express our love of God and of our neighbours. But with fewer and fewer parishioners, we must decide now how we may best continue to express that love in the coming decades.

PROPERTY AND HERITAGE MANAGEMENT

The National Churches Trust and the RCB Church Fabric and Development Fund have pledged at total of £16,500 towards the restoration of St James's Church, while donations totalling £6,000 have been received from the Esmé Mitchell Trust and the Dorinda, Lady Dunleath Charitable Trust. The parish is most grateful to these and other donors who have made it possible to raise the £65,000 that is needed to make the tower of St James's safe. All being well, work should begin in the first quarter of 2025.

The defective boiler in the Abbacy has been replaced, and electrical and fire safety checks have been carried out at the Abbacy, the Parish Centre, and the rectory. The parish is grateful to A J Gallagher Ltd for the assistance which was given in settling insurance claims to meet the costs of these and other repairs. Greyabbey and Kircubbin Parish met sixty percent of the rectory's repair and maintenance costs.

Dynes Residential Ltd is managing the Margaret Hurst Dwelling. The property is tenanted and is yielding a monthly income of £506 after deduction of fees and expenses.

COMPLIANCE

The parish holds appropriate copyright licences from CCLI and PPL/PRS. Health and safety policies follow guidance from Ards and North Down Borough Council. Safeguarding and data protection policies are in accordance with Church of Ireland directives.

PUBLIC BENEFIT

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

FINANCIAL REVIEW

OVERVIEW

Receipts on unrestricted funds were £79,296 and £15,978 on restricted funds, giving total receipts of £95,275. Payments on unrestricted funds were £73,451 and £8,915 on restricted funds, giving total payments of £82,366. The net balances of receipts and payments were £5,845 for unrestricted funds and £7,063 for restricted funds, giving a net balance of £12,908.

The balances of closed and dormant funds on the 2023 statement of assets and liabilities have been transferred to the General Fund and a legacy of £5,000 from the late Mrs Lyla Connar has been invested in the RB General Unit Trust (NI) to provide an income for maintaining the Ardquin graveyard.

After transfers, the net movement of funds is -£48 on unrestricted funds and £12,981 on restricted funds, giving a balance of £12,933. After bringing forward the balances from 2023, the parish has -£58,759 in unrestricted funds, £70,193 in restricted funds, and £1,328,166 in endowment funds. Added together, these give a final balance of £1,339,600 of which £1,328,166 is in property and investments and £11,434 is in cash in hand or in the bank.

POLICY ON RESERVES

The parish pays the insurance policy, utility bills, and rates demands in instalments to ease cash flow and to maximise discounts. Day-to-day business is transacted through the No. 1 Account, while the No. 2 Account and the Savings Account hold sufficient funds to meet three months of normal expenditures.

MATTERS OF NOTE

Although funding has been secured for repairing the tower of St James's Church, there is no funding to reopen the church for worship. Raising these funds will be a key objective in coming years.

The Rector's Discretionary Fund has been removed from the Mission Fund and established as a designated fund. This will give greater clarity and accountability in presentation of the parish's finances. The fund receives an income from legacies invested in the RB General Unit Trust NI and two percent of dividends from other investments. The monies are used to provide small gifts and comforts to elderly or deserving parishioners and townsfolk. The fund is managed by the rector and churchwardens.

GOING CONCERN

The trustees have reviewed the budgets for the year ahead and are satisfied that there are adequate funds in place to ensure that the parish can continue its activities and the financial statements for the year ended 31.12.2024 can be signed off as a going concern.

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 of Greyabbey and Kircubbin pays the rector a stipend and allowances in accordance with diocesan instructions. The Parish of Ballyphilip and Ardquin meets forty percent of these costs.

ORGANISATIONAL STRUCTURE

The select vestry is responsible for the day-to-day management of the parish and consists of the rector, 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 the clergy who are resident in the parish are ex officio members of the select vestry.

The select vestry is chaired by the rector 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. The Select Vestry met eight times during the year and the average attendance was sixty percent.

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 statements of receipts and payments and 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 McFeters..... (Hon. Secretary)

12 May 2025Date