

St John the Baptist Parish of Dunluce, Bushmills
Trustees' Annual report and Statement of Receipts and Payments and Assets and Liabilities

For the year ended 31st December 2024

Charities Number: NIC102940

St John the Baptist Parish of Dunluce, Bushmills

Annual report and financial statements for the year ended 31st December 2024

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St John the Baptist Parish of Dunluce,

Bushmills Trustees' Annual Report for the year ended 31st December 2024 (continued)

References and administrative details

Charity Name: St John the Baptist Parish of Dunluce, Bushmills

Charity Registration Number: NIC102940

Contact Address: The Parish Centre
13 Priestland Road
Bushmills
BT57 8UN

Trustees (Select Vestry)

Clergy	Rev Brian Harper	
Churchwardens	Joyce Glass (Rector's) and Ronnie Garvin (People's)	
Glebe wardens	Danny McCormick (Rector's) and James McElnay (People's)	
Select Vestry	David Johnston (Hon Treasurer) Neil Salisbury (Hon Secretary) Brian Sweeney Ruth Wee Aileen Gault Glenda Rodgers-McCormick (Sacristan)	David Taylor Doris Johnston James Lyons April Salisbury Deborah McPhee Billy Creighton

Diocesan Synods Person

Billy Creighton and David Johnston

Supplemental Synods Person

Ronnie Garvin and James Fairbairn

Parochial Nominators

Ronnie Garvin, Glenda Rodgers-McCormick, Neil Salisbury and Eileen Scott

Supplemental Nominators

James Fairbairn, Doris Johnston, Brian Sweeney and Aileen Gault

Independent Examiner

Stephen Kane

Bankers

Danske Bank
6 High Street
Ballymoney
BT53 6AD

St John the Baptist Parish of Dunluce,

Bushmills Trustees' Annual Report for the year ended 31st December 2024 (continued)

The trustees present the annual report and statement of Receipts and Payments and Assets and Liabilities for St John the Baptist Parish of Dunluce for the year ended 31st December 2024.

Objectives and Activities

The charitable purpose of St John the Baptist Parish of Dunluce is the advancement of religion.

The principal function is to support the advancement of the Christian religion by promoting, through the work of the Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. 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 has custody of property and of records, materials and artefacts of significance to the cultural and religious heritage and maintenance of which is undertaken by the Select Vestry.

Achievements, Performance & Public Benefit

Highlights of 2024

In 2024, the Select Vestry and Ministry team identified a real and present need to focus on young families, youth and children including those both engaged or disengaged with the church. We are achieving this by:

- 1) Collaborating with three other neighbouring parishes who have expressed a similar felt need.
- 2) Providing the finances and resources to support this project.
- 3) We have participated with the diocese in the Summer Madness Youth Camp and the local Streetreach project and the establishment of a weekly youth gathering within the collaboration.
- 4) We have provided space and skills for a monthly contemporary worship event which uses the musical skills of all age groups.
- 5) Activities to provide opportunities for peer support and friendship eg beach walk.
- 6) Preparation for confirmation in an informal yet educational manner. This has involved a three day intensive course incorporating the necessary learning areas as long with bounding activities such as paddleboarding, beach games and shared meals.

Worship and prayer

We continue to offer a range of services during the week and over the course of the year that our community finds both beneficial and spiritually fulfilling. Regular services take place on Sundays, midweek and on religious festivals. At present, there are 521 Church of Ireland families (316 resident and 206 accustomed).

As well as our regular public services, we enable our community to celebrate and thank God at the milestones of the journey through life. In 2024, there were 4 baptisms, nil weddings and 20 funerals.

Pastoral care

We believe that pastoral care should permeate all aspects of Church life in the Parish. The Rector has overall responsibility for ensuring that pastoral care is provided in the church and community. But everyone has a responsibility to care for others by visiting the sick, elderly and bereaved, and those facing difficult times; whilst at all times safeguarding the vulnerable and recognising every individual's rights to privacy.

Part of taking care of one another is making sure that everyone knows what events are taking place in the parish. We provide clear accessible information through the Dunluce Parish website, the parish newsletter and Facebook. Dunluce Parish Church is at the centre of the Bushmills community and we provide a range of opportunities for worship, prayer, fun, giving and serving.

Mission and outreach work

One of the ways in which we reach people outside Bushmills is by giving money to other Christian organisations. In 2024, we provided support to a wide range of organisations enabling them to help thousands of people: children, young people and adults-

Parish groups

We run several parish groups including:

- Sunday school takes place during our 11 am Sunday Service and is well attended. Time is devoted to Bible teaching, worship, and games.
- The Youth group meets every Monday evening in the Parish Centre. It allows young people to socialise, and to enjoy different sports and activities.
- An Indoor Bowling Club is open on Monday and Wednesday evenings and is operated on a voluntary basis by a small committee.
- An External Bowling Club, behind the Parish Centre, is on land leased from the Parish.
- There is a very successful choir and a thriving Mother's Union.

Many of our youth organisations have struggled post Covid not actually because the young don't want to join but because there is an acute shortage of adult instructors. When the young do turn up they like to be involved and appreciated.

Innovation in worship

We are always looking for innovative ways to implement the charitable purpose of St John the Baptist Parish of Dunluce.

We continue to record and distribute the Sunday Service to those who are house bound or otherwise unable to attend regular worship.

Innovative services in 2024 included a donkey available for children to pet on Palm Sunday, a communion service on the Portballintrae beach at sunrise on Easter Sunday, an icecregal Sunday and a pet service during the autumn.

The website dunluceparish.org together with our Facebook page provide up to date information about Services, events and activities.

Our digital graveyard mapping has simplified control of the graveyard. Deceased records are available to the public through the genealogy portal www.discovereverafter.com

Public Benefit

The trustees have considered the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the activities entered into during the year have helped to achieve the Parish's objectives and activities, as well as providing public benefit. The provision of regular public worship has implemented the charitable purpose of Dunluce Parish (the advancement of religion) to the benefit of the people of Bushmills and visitors to the area. The activities which we have undertaken have contributed to the spiritual well-being of participants and the reinforcement of Christian values.

All sections of society are catered for from the very young, through youth groups and adults to the elderly and infirm. A particular effort is made to welcome visitors from outside Bushmills and from other faiths. The Parish's mission and outreach work ensures that our beneficiaries extend well beyond the local area. The trustees have made every attempt to minimise restrictions on access to our services and facilities. Disabled access is available both in the Church and in the Parish Centre. We have mitigated any potential harm from the activities which we undertake. Our Safeguarding Trust is reviewed annually and children using our premises have their general safety and welfare promoted. The Select Vestry, through the Parish Panel, work within the Church of Ireland child protection policies and procedures making every effort to protect children from (potential) abuse. There is restricted access to unsafe areas such as the kitchen and the Church tower.

Volunteers

The trustees would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular, we want to mention our churchwardens who have worked so tirelessly on our behalf, and our administrator, the Glebe Committee, the counters, the choir, the readers, the organists, the flower arrangers and youth leaders and everyone else for their valuable contribution to our ministry and for keeping the church running.

Financial Review

The trustees report a decrease of £175,118 in cash funds for the year, and comment further as follows:

- During 2024, the trustees invested £180,000 for the long term in unit trust funds managed by the RCB.
- Income from direct giving & fundraising increased on the previous year.
- The annual Art sale & Christmas fundraiser were very successful. We were also pleased to host the 'Bushmills through the Wars' exhibition, and acknowledge their generous donation
- Staff costs increased on the previous year, reflecting the full annual stipend & allowances for our new Rector (appointed 18/08/2023)

Reserves

The parish had cash reserves of £224,485 at 31st December 2024 (2023 £399,603).

The trustees consider this level of reserves is adequate to sustain the anticipated day to day running costs, upkeep and repair of the Church, Parish centre, and graveyard for the foreseeable future.

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 31st December 2024 can be signed off as a going concern.

Structure, Governance and Management

Governing Document and Constitution of the Charity

Chapter III of the Constitution of the Church of Ireland governs Parishes and Parochial Organisation. The Select Vestry members 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 the General Easter 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 incumbent receives a stipend in accordance with figures approved by the General Synod of the Church of Ireland.

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, any curate assistant ("the curate"), the churchwardens, the glebe wardens and generally not more than twelve other members of the General Vestry elected at the General Easter 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 2024, the Select Vestry met 11 times during the year and the average attendance was 87%. Maintenance and administrative support to the Parish is provided by a Sexton, a cleaner and a Parish Administrator.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the 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 Income of less than £250,000 requires 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 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 safeguarding the assets of the Parish and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on Behalf of the Trustees

(1) 

Neil Salisbury, Honorary Secretary

Date: 9 Apr 2025

(2) 

David Johnston, Honorary Treasurer

St John the Baptist Parish of Dunluce,

Bushmills Trustees' Annual Report for the year ended 31st December 2024 (continued)

Independent Examiner's Report to the Trustees of St John the Baptist Parish of Dunluce

I report on the accounts of the Trust for the year ended 31st December 2024, which are set out on pages 7 to 11.

Respective responsibilities of charity 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 Commission under section 65(9)(b) of the Charities Act.
- 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 included 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 the 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 the following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Signed:



Stephen Kane, Parish Auditor

Date: 30/5/25

St John the Baptist Parish of Dunluce,

Bushmills Trustees' Annual Report for the year ended 31st December 2024 (continued)

Receipts and Payments Account for the year ended 31st December 2024

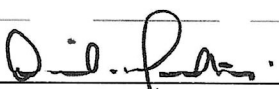
	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Endowment Funds 2024 £	Total 2024 £	Total 2023 £
<u>Receipts</u>					
Regular Direct Giving	84,346			84,346	80,175
Donations and Legacies	5,739			5,739	6,789
Fundraising	6,993			6,993	2,988
Investment Income	76,132			76,132	72,191
Other Income	12,807			12,807	9,483
Parish Organisations	928	1,074		2,002	506
<u>Total Receipts</u>	186,945	1,074		188,019	172,132
<u>Payments</u>					
Diocesan Assessments	24,490			24,490	21,939
Stipend and Staff Costs	80,793			80,793	48,983
Ministry and Outreach	4,091			4,091	2,896
Administration Costs	10,097			10,097	9,533
Property and Equipment Costs	46,887			46,887	57,493
Donations	14,715			14,715	13,903
Parish Organisations	1,603	461		2,064	591
Investments	180,000			180,000	
<u>Total Payments</u>	362,676	461		363,137	155,338
Net Receipts/(Payments) for the year before transfers	(175,731)	613		(175,118)	16,794
Fund Transfers					
Net Receipts/ (Payments) for the year after transfers	(175,731)	613		(175,118)	16,794
Cash Funds at start of year	397,814	1,789		399,603	382,809
Cash Funds at end of year	222,083	2,402		224,485	399,603

Signed on Behalf of the Trustees

(1) 

Neil Salisbury, Honorary Secretary

Date: 9 Apr - 2025

(2) 

David Johnston, Honorary Treasurer

St John the Baptist Parish of Dunluce,

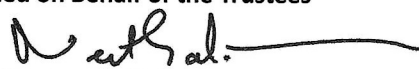
Bushmills Trustees' Annual Report for the year ended 31st December 2024 (continued)

Statement of Assets and Liabilities as at 31st December 2024

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Endowment Funds 2024 £	Total 2024 £	Total 2023 £
Cash Funds					
Current Accounts	130,062	2,402		132,464	222,669
Deposit Accounts	92,021			92,021	176,934
Total Cash Funds	222,083	2,402		224,485	399,603
Investment Assets					
RCB Unit Trusts	179,737	2,386,169	2,560	2,568,466	2,345,187
CIT Unit Trusts			27,272	27,272	24,875
Total Investment Assets	179,737	2,386,169	29,832	2,595,738	2,370,062
Assets retained for the Parish's own use					
Parish Centre		1,001,871		1,001,871	1,001,871
Glebe House		352,418		352,418	352,418
Total Assets retained for the Parish's own use		1,354,289		1,354,289	1,354,289

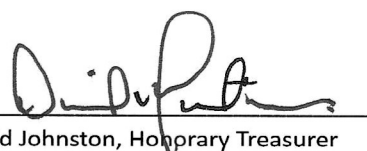
Signed on Behalf of the Trustees

(1)



Neil Salisbury, Honorary Secretary

(2)



David Johnston, Honorary Treasurer

Date:

9 Apr 2025

Notes to the financial statements for the year ended 31st December 2024

1. Accounting policies

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

(a) Receipts and Payments Account

All items of income and expenditure included within the Receipts and Payments Account have been accounted for on a cash receipts basis.

(b) Statement of Assets and Liabilities

(i) Assets retained for the Parish's own use

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

Church Building and Graveyard

The Church Building 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.

Parish Centre

The Parish Centre is recognised at rebuild cost for insurance purposes. This was professionally assessed in 2010 following completion of major refurbishment and renovation works. No depreciation has been provided on the Parish Centre buildings as the current estimated residual value is not less than its carrying value and the remaining useful life currently exceeds 50 years.

Rectory

The Rectory is recognised at the cost of major refurbishment, extension and renovation works completed in 2013. 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.

All property is vested in trust with the Representative Church Body.

(ii) Investments

Investments in RCB/CIT Unit Trusts are initially recorded at cost and are then subsequently stated at fair value at each year end date.

Notes to the financial statements for the year ended 31st December 2024 (continued)

2. Movement in Cash Funds

	1 Jan 2024 £	Incoming Resources £	Outgoing Resources £	Transfers £	31 Dec 2024 £
Restricted funds					
Bowling Club	1,789	1,074	(461)		2,402
Unrestricted funds					
Designated- Gathered Ministry		203	(955)	10,000	9,248
Designated- Youth Group		726	(648)		78
General Fund	397,814	186,016	(361,073)	(10,000)	212,757
	397,814	186,945	(362,676)		222,083
Total Funds	399,603	188,019	(363,137)	-	224,485

Purpose of Restricted funds:

Bowling Club: Funds generated by the members to running costs and development

3. Movement in Investment Funds

	Valuation 1 Jan 2024 £	Transfers in £	Transfers Out £	Valuation Adjustment £	Valuation 31 Dec 2024 £
Unrestricted Funds					
General Fund		180,000		(263)	179,737
Endowment Funds					
Bequests	27,388			2,444	29,832
Restricted Funds					
Capital Fund	2,342,674			43,495	2,386,169
Total Investment Funds	2,370,062	180,000		45,676	2,595,738

Endowment Funds

Bequests: The total value of a number of historic endowments. The Parish has no access to the capital value. Annual investment income is paid to the Parish under the terms of the endowment to defray specified operating costs

Restricted Funds

Capital Fund: The sales proceeds of Parish glebe lands and property is held in trust by the RCB. The Parish has restricted access to these funds for approved property capital expenditure only. Investment income is paid to the Parish to defray general operating costs.

St John the Baptist Parish of Dunluce,

Bushmills Trustees' Annual Report for the year ended 31st December 2024 (continued)

4. Collections for Third Parties

	2024	2023
	£	£
Christian Aid	160	985
Mothers Union	388	
Greenisland Parch Church	326	
Bishops Appeal		706
Royal British Legion		597
CMSI (Yei)		243
	<hr/>	<hr/>
	874	2,531

The above amounts have been included in receipts for the year under "Donations" & "Fundraising" and in payments for the year under "Donations".

5. Transactions with the Trustees

The Parish paid two trustees a total of £61,797 for salaries and legitimate expenses.