

# **ST. PATRICK'S FLOWER ARRANGING CLUB**

## **ANNUAL REPORT & STATEMENT OF ACCOUNTS**

**For the period ending 31<sup>st</sup> August 2022**

**St. Patrick's Flower Arranging Club – Registered Charity in Northern Ireland  
(Number: NIC103335)**

## **ANNUAL REPORT FOR PERIOD ENDING** **31<sup>st</sup> AUGUST 2022**

The trustees of St.Patrick's Flower Arranging Club, listed at the back of the report, have pleasure in submitting their report and accounts for the period 1<sup>st</sup> September 2021 to 31<sup>st</sup> August 2022.

### **CLUB OBJECTIVES**

The purpose of the Club as set out in our Constitution is public education in the art of flower arranging and related subjects, without distinction of age, gender, disability both physical and mental, sexual orientation, nationality, ethnic identity, class, marital status, political or religious opinion, ill health, financial hardship or other disadvantage, within the Banbridge and Craigavon areas, (hereafter called the "area of public benefit".)

The trustees of St.Patrick's Flower Arranging Club confirm that they have complied with their duty under the Charities Act (Northern Ireland) regarding the Public Benefit.

To achieve this, the Club provides opportunity for all people, and are always seeking ways in which they can offer all members, tutoring and general assistance to enable them to reach their goals.

The Club has a membership payment, which enables people from the above Council areas who are in financial hardship, the opportunity to pay class fees on a pay as you attend basis.

The key objectives this season was to return to classes post pandemic currently and provide a variety of classes geared specifically towards Traditional Flower and Contemporary Flower Arranging.

The section below specifying achievements in the past year clearly identifies the benefits that people have attained during the reporting period.

The Club will always treat their members with respect and ensure they have every opportunity to gain benefits such as skills, experience and confidence in the art of Flower Arranging.

### **ACHIEVEMENTS IN THE PERIOD ENDING 31<sup>st</sup> AUGUST 2022**

- (1) This year has been a successful year. Following the Covid 19 pandemic the Club reopened on Friday 16<sup>th</sup> September with a reduced membership of 24 persons. Many of our members fall within the clinically vulnerable or extremely clinically vulnerable category. As a result the Club opened following a Covid 19 Health and Safety assessment which determined that the premises we use could hold enough tables to safely tutor 24 people. This assessment was undertaken following the rules stated by the Church of Ireland who's premises we use this also meant the class

could only run for 1hr. As a Club we put in place strict measures to ensure the welfare of all our members. This included wearing masks, hand sanitizer to be used on entry and exit and taking each individuals temperature on entry. We seated one person at either end of each table ensuring they took away all materials used in paper to be disposed of at home and washed down all tables, handles and bathroom facilities used. All members felt very safe within the environment.

- (2) We held 18 classes with an average attendance of 80%.
- (3) Two very different and successful demonstrations were held during the season presented by the Club Tutors as we were not happy to bring outside Demonstrators in at this early stage post pandemic.
- (4) One Club outings was arranged in June 2022 to visit McKnight's garden. This is a local garden and members made their own way there to ensure everyone's safety. It was a lovely outing enjoyed by all in the outdoors.

## **STRUCTURE, GOVERNANCE, AND MANAGEMENT**

### **GOVERNING DOCUMENT AND CONSTITUTION**

The Club is unincorporated and is governed by a constitution adopted 14<sup>th</sup> November 2014 and last amended on 1<sup>st</sup> September 2017.

The Club is run entirely by its members, who pay a membership fee.  
As of 31<sup>st</sup> August 2022 the Club had a membership of 26.

### **SELECTION OF TRUSTEES AND MANAGEMENT**

The Club is managed by a Committee, which consists of all the appointed trustees.

The Committee meets at least four times during the year. However, on occasions other issues may arise, which require additional meetings. Within the year ending 31<sup>st</sup> August 2022 five meetings were held. Attendance at these meetings was as follows:

#### **Full attendance:**

Maureen Daly, Rosemary Allen, Margaret Doak, Margaret Best, Vivien Coffey, Linda Woods.  
Attended 4 meetings Margaret O'Neill.

The structures of the meetings are as follows:

- (a) The Chairperson provides an overview of progress to date, of the targets set at the Annual General Meeting.
- (b) The Treasurer presents the latest accounts and these are discussed relative to the forecast specified at the Annual General Meeting.
- (c) The Secretary provides an overview of the meetings.
- (d) The meeting is then open to all members to discuss any other relevant business issues within the Club.
- (e) The Chairperson summarises the issues raised at the meeting and then closes the meeting.

The Annual Report and Statement of Accounts will be approved by the Trustees and presented to the members at the Annual General Meeting.

### **ADMINISTRATION DETAILS**

**Charity Name:** St. Patrick's Flower Arranging Club

**Charity Number:** Registered Charity in Northern Ireland  
NIC103335

**Club Address:** 51 Main Street  
Donaghcloney  
Craigavon  
Co. Armagh  
BT66 7LR

### **Charity Trustees as at year ending 31<sup>st</sup> August 2022**

Miss Maureen Catherine Daly	Chairperson
Mrs Margaret O'Neill	Vice-Chairperson
Mrs Margaret Ann Doak	Treasurer
Mrs. Rosemary Allen	Secretary
Mrs Vivien Coffey	Member of Committee
Mrs Margaret Best	Member of Committee
Mrs Linda Woods	Member of Committee

## **Safeguarding Trust Members**

St. Patrick's Flower Arranging Club is open to members of all ages and there are vulnerable people within the current membership. Four members of the Club, have attended a Safeguarding Trust seminar and been checked by Access NI. All four members have been accepted and received Certificates acknowledging this. The Club declares that we are satisfied that we have made the necessary checks required to safeguard all our beneficiaries.

## **Banking**

The Club initially used the Santander Bank, 21 Market Street, Lurgan, Craigavon. BT66 6AA

However, as our Club aims to seek funding from sources such as Halifax Foundation for Northern Ireland and TADA Rural Support Network in the coming year, it was agreed by the Trustees that we should use Danske Bank. The Club Account has now been changed to the Bank on the 20<sup>th</sup> September 2017.

Danske Bank,  
39 Market Street  
Lurgan  
Craigavon  
BT66 6AB

## **Insurance Broker**

Alfred J. Gallagher  
Metropolitan Building  
29-31 Alfred Street  
Belfast  
BT2 8ED

The above Insurer is used by Donaghcloney Parish. The insurance covers St. Patrick's Church Hall, Donaghcloney Parish, which is used by St. Patrick's Flower Arranging Club. The Club is very appreciative of the Parish, not only for offering the use of the Hall, but adding the Club into the overall Insurance Cover, whilst they are in the Hall.

Signed: *Maureen Daly*

Club Chairperson: