

# St. Saviour's Parish Church

## Annual Accounts 2023





**ST. SAVIOUR'S PARISH CHURCH**

**ANNUAL REPORT & FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup>  
DECEMBER 2023**

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## **ST. SAVIOUR'S PARISH CHURCH**

### **References and administrative details**

Charity Name: St. Saviour's Parish Church  
Charity Registration Number: NIC104045  
Contact Address: 101 Drumnasoo Road  
Portadown  
BT62 4EX

### **Trustees**

Mrs Irene McIlldoon	Gerry Black
Robert Hobson	Jede Mulholland
Denese Wright	Mrs J Forde
Mrs S Clayton	Mrs I Hewitt
William Clayton	Mr P Cloughley
Meredith Quinn	Mr Lewis Black
Mrs K Maginnis	Mrs C Balkwill
Mrs E Lindsay	Mr G McCoo

### **Principal Office-bearers**

Clergy:	Rev. Carlton Baxter
Church Treasurer:	William Clayton
Income Treasurer:	Jede Mulholland
Church Warden – Clergy:	Mrs K Maginnis
Church Warden – People:	Mrs E Lindsay
Church Secretary	Jill Forde
Rectors Glebe Warden	Meredith Quinn
Peoples Glebe Warden	Mr L Black

### **Independent Examiner**

David Brown  
SD Brown & Co.  
25-27 Edward Street  
Portadown  
BT62 3NE

### **Bankers**

Danske Bank  
Portadown

## **St. Saviour's Parish Church**

### **Trustees' Annual Report for the year ended 31<sup>st</sup> December 2023**

The Trustees present the annual report and Statements of Receipts and Payments and Assets and Liabilities for St. Saviours' Parish Church.

#### **Objectives and Activities**

The Charitable purpose of the Church of Ireland is in the advancement of religion.

The principal function of St. Saviour's Parish is to support the advancement of the Christian religion by promoting, through the work of St. Saviour's Parish, 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, St. Saviour's Parish has custody of property and of records, materials and artefacts of significance to the cultural and religious heritage. Maintenance of which is undertaken by the Select Vestry of St. Saviour's Parish.

#### **Achievements, Performance & Public Benefit**

The Parish has weekly services on Sunday mornings and evenings comprising of a mix of Holy Communion, Family Service/Baptism and Sunday School together with various other special services during the year e.g. Lent Services, Harvest and Christmas Services. Bible Fellowship Meetings are held on the 1<sup>st</sup> & 3<sup>rd</sup> Friday of each month. Pastoral Care is also provided.

A range of other activities are also provided by St. Saviour's Parish either by the Church direct or through various Church organisations e.g. Church Lads Brigade, Church Girls Brigade, Ignite Youth Group, Mothers Union, Senior Citizens Thursday Friendship Group and Craft Class.

St. Saviour's Parish has mitigated any potential harm from the above activities through the implementation of the Church of Ireland Policy on Safeguarding Trust.

The Parish has given careful consideration to 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 both the Parish's objectives and the implementation of public benefit.

#### **Financial Review**

The Income into the Parish from various sources was £74,686 (£75,764-2022) with outgoings of £75,656 (£89,618 -2022) giving a deficit of £970 (deficit of £13,854 2022). The Bank and Cash in Hand Balance at 31<sup>st</sup> December 2023 was £85,033 (£86,003 2022). It is the Trustee's Policy to hold sufficient reserves to cover unexpected emergencies, to enhance funds to pay for future maintenance to the Church and grounds and to further the Objectives and Activities of the Church of Ireland.

## **St. Saviour's Parish Church**

### **Trustees' Annual Report for the year ended 31<sup>st</sup> December 2023 (continued)**

#### **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 2023 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. Meeting 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 Rev. Carlton Baxter receives a stipend, office and locomotory allowances in accordance with figures approved by the General Synod of the Church of Ireland in 2023.

#### **Organisational Structure**

The Select Vestry is responsible for the day to day management of the Parish. The Select Vestry comprises a member of the Clergy serving in the Parish, the Church wardens, the Glebe wardens and generally no more than twelve other members of the General Vestry elected at the General Vestry Meeting.

The Select Vestry is chaired by the 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 Treasurer is responsible for the Current Account and the Building Funds.

The Select Vestry meets at times fixed by the members of the Diocesan Synod. Special meetings may be convened at any time by the Chairperson or the Church Wardens.

**Trustees' Annual Report for the year ended 31<sup>st</sup> December 2023 (continued)**

**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 the activities entered into during the year have helped to achieve the Parish's objectives and activities, as well as providing public benefit. As detailed on page 4 above.

**Statement of Trustees' Responsibilities**

The Trustees are responsible for preparing the Trustees' Report, 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**

Trustee 1 *Rev Canon Dexter*

Trustee 2 *Willie Blayton*

Date *21 June 2024.*

## **St. Saviour's Parish Church**

### **Independent Examiners Report to the Trustees of St. Saviour's Parish Church**

I report on the accounts of the Trust for the year ended 31<sup>st</sup> December 2023, which are set out on pages 7 to 12.

#### **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 following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.



**S. D. BROWN F.C.C.A.**  
**CHARTERED CERTIFIED ACCOUNTANT**  
**25-27 EDWARD STREET**  
**PORTADOWN**  
**BT62 3NE**

**DATE: 4 June 2024**



# St. Saviour's Parish Church

## Receipts and Payments Account for the year ended 31<sup>st</sup> December 2023

		Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
Note					
<b><u>Receipts</u></b>					
	Donations & plate collection	50,847	400	51,247	51,636
4	Collection for Third Parties	3,475	100	3,575	4,537
	Bank & Deposit Interest	196	-	196	232
	Investment Income	2,322	-	2,322	2,224
6	Rental Proceeds	7,030	-	7,030	7,030
7	Other Receipts	9,151	-	9,151	9,095
	Receipts from Parish Organisations	-	1,165	1,165	1,010
	<b><u>Total Receipts</u></b>	<b>73,021</b>	<b>1,665</b>	<b>74,686</b>	<b>75,764</b>
<b><u>Payments</u></b>					
8	Wages and Salaries	3,070	-	3,070	2,950
	Diocesan Costs/Assessment	42,965	-	42,965	39,358
5	Church Running Costs	13,906	4,517	18,423	29,944
	Rectory Running Costs	2,575		2,575	8,882
9	Collections for Third Parties/Charitable Donations	5,478	-	5,478	4,977
	Administration Costs	1,753	-	1,753	2,632
	Shop Insurance	522	-	522	466
	Payments from Parish Organisations	-	870	870	409
	<b><u>Total Payments</u></b>	<b>70,269</b>	<b>5,387</b>	<b>75,656</b>	<b>89,618</b>
	<b>Excess of Receipts over Payments for the year before transfers</b>	<b>2,752</b>	<b>(3,722)</b>	<b>(970)</b>	<b>(13,854)</b>
	<b>Transfers</b>	<b>4,739</b>	<b>(4,739)</b>	<b>-</b>	<b>(2,000)</b>
	<b>Excess of Receipts over Payments for the year</b>	<b>7,491</b>	<b>(8,461)</b>	<b>(970)</b>	<b>(15,845)</b>

On Behalf of the Trustees

Trustee 1 Rev. Canon Baxter.

Trustee 2 Willie Clayton

Date: 21 June 2024.

# St. Saviour's Parish Church

## Statement of Assets and Liabilities as at 31<sup>st</sup> December 2023

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
<b>Cash Funds</b>					
General Account	64,931	-	-	64,931	60,978
Charity Account	892	-	-	892	1,854
Repair Account	-	11,618	-	11,618	15,203
Graveyard Account	-	4,215	-	4,215	4,147
Craft Class	-	2,736	-	2,736	2,641
Bible Study	-	-	-	-	116
Thursday Fellowship	-	641	-	641	710
Sunday School	-	-	-	-	354
<b>Total Cash Funds</b>	<b>65,823</b>	<b>19,210</b>	<b>-</b>	<b>85,033</b>	<b>86,003</b>

<b>Investment Assets</b>					
Equity Investments	-	-	-	-	-
Other Listed Investments	-	-	-	-	-
Investments in RCB / CIT Unit Trusts 18860 Units of RB General Unit Trust NI	-	-	80,249	80,249	77,911
Other unlisted investments	-	-	-	-	-
6 acres of Agricultural land	75,000	-	-	75,000	75,000
Commercial Shop – Woodhouse Street	200,000	-	-	200,000	200,000
<b>Total Investment Assets</b>	<b>275,000</b>	<b>-</b>	<b>80,249</b>	<b>355,249</b>	<b>352,911</b>

<b>Assets retained for the Parish's own use</b>					
Rectory	575,000	-	-	575,000	575,000
<b>Total Assets retained for the Parish's own use</b>	<b>575,000</b>	<b>-</b>	<b>-</b>	<b>575,000</b>	<b>575,000</b>
<b>Total Assets</b>	<b>915,823</b>	<b>19,210</b>	<b>80,249</b>	<b>1,015,282</b>	<b>1,013,914</b>

On Behalf of the Trustees

Trustee 1 Rev Canon Baxter

Trustee 2 Wellie Clayton

Date: 21 June 2024

## **St. Saviour's Parish Church**

### **Notes to the financial statements for the year ended 31<sup>st</sup> December 2023**

#### **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
- Church Hall
- Rectory
- Fixtures and Fittings

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.

The Church Hall is in the Church Grounds and as such is not separable as an asset. As such it is deemed to be a Heritage asset and no value is ascribed to it in the statement of assets and liabilities.

The Rectory is recognised at deemed cost being the value placed on it for insurance purposes. 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.

Fixtures and Fittings are deemed to be Heritage assets as defined by the Charities SORP (FRS102). These fixtures and fittings are artefacts contained within the Church Building and their preservation and contribution to culture are ancillary to faith and other purposes.

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.

###### **(ii) Investments**

Fixed asset investments comprise 6 acres of agricultural land, a commercial shop in Woodhouse Street, Portadown and investment in RCB/CIT Unit Trusts. The 6 acres of agricultural land has been valued using a market value of £12,500/acre. The commercial shop has been recognised at deemed cost, being the value placed on it for insurance purposes. Representative Church Body (RCB) investments are initially recorded at cost and are then subsequently stated at fair value at each year end date.

## St. Saviour's Parish Church

### Notes to the financial statements for the year ended 31<sup>st</sup> December 2023 (continued)

2. Reconciliation of Cash Funds	£ 2023	£ 2022
Total Cash Funds at Beginning of the Year	86,003	101,857
Receipts for the Year	74,686	75,764
Payments for the Year	(75,656)	(89,618)
Transfer to RB Unit Trust	-	(2,000)
Total Cash Funds at end of the year	£ <u>85,033</u>	£ <u>86,003</u>

### 3. Movement in Cash Funds

	<u>At 1.1.23</u>	<u>Incoming Resources</u>	<u>Outgoing Resource</u>	<u>Transfer</u>	<u>Investment Gain (Loss)</u>	<u>At 31.12.23</u>	<u>31.12.22</u>
Endowment Funds	<u>77,911</u>	-	-	-	2,338	<u>80,249</u>	<u>77,911</u>
	<u>77,911</u>	-	-	-	2,338	<u>80,249</u>	<u>77,911</u>
<u>Restricted Funds</u>							
Repair Account	15,203	500	(4,085)	-	-	11,618	15,203
Graveyard Account	4,147	4,500	(432)	(4,000)	-	4,215	4,147
Craft Class	2,641	815	(420)	(300)	-	2,736	2,641
Bible Study	116	-	(2)	(114)	-	-	116
Thursday Fellowship	710	350	(419)	-	-	641	710
Sunday School	<u>354</u>	-	(29)	(325)	-	-	<u>354</u>
	<u>23,171</u>	<u>6,165</u>	<u>(5,387)</u>	<u>(4,739)</u>	-	<u>19,210</u>	<u>23,171</u>
<u>Unrestricted Funds</u>							
General Account	60,978	64,786	(64,792)	3,959	-	64,931	60,978
Charity Account	<u>1,854</u>	<u>3,735</u>	<u>(5,477)</u>	<u>780</u>	-	<u>892</u>	<u>1,854</u>
	<u>62,832</u>	<u>68,521</u>	<u>(70,269)</u>	<u>4,739</u>	-	<u>65,823</u>	<u>62,832</u>
Total Cash Funds	<u>86,003</u>	<u>74,686</u>	<u>(75,656)</u>	-	-	<u>85,033</u>	<u>86,003</u>

#### Purposes of Endowment Funds

- RCB Investments – These relate to various permanent endowments that the Church has received that are invested with the Representative Church Body with the income each year from such investments being paid to the Church for general Church purposes.

#### Purposes of Restricted Funds

- Repair Account – This is a fund that is used to assist with the upkeep of the Church's buildings and for the future cost of building works.
- Sundry Restricted Funds – These relate to various restricted funds held for use by Church Clubs.

## St. Saviour's Parish Church

### Notes to the financial statements for the year ended 31<sup>st</sup> December 2023 (continued)

4. Collections for Third Parties Receipts	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Earl Haig Fund	-	183
Easter Appeal	1,215	1,345
Crosslinks	-	53
Bible a month project	-	7
Bishops Appeal	566	-
Carol Service	319	321
Orange Service	346	285
Ukraine Appeal	-	1,723
Hospice Collection	485	395
Charlenes Project	-	36
Mothers Union	-	59
Gerry & Willie Fund Raised	100	130
Poppy Appeal	196	-
CLC GB Enrolment	<u>348</u>	<u>-</u>
	<u>3,575</u>	<u>4,537</u>

The above amounts have been included in Receipts for the Year under "Collections for Third Parties" and in Payments for the year under "Collections for Third Parties".

#### 5. Church Running Costs

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Insurance – Church, Hall & Rectory	2,642	2,458
Water Charges – Hall	200	91
Grounds Maintenance Church & Graveyard	3,312	2,610
Light, Heat & Boiler Service	4,323	2,256
Church & Halls Repairs	4,085	6,212
Fire Extinguisher Service	185	225
Music Copyright	574	512
Fire Alarm Service	483	495
Test Lightning Conductor/ New Earth	288	1,686
Pest Management	136	136
New Equipment	-	11,739
Diocese Youth Grant	180	-
Church and Hall Expenses	582	390
Sundries	<u>1,433</u>	<u>1,544</u>
	<u>18,423</u>	<u>30,354</u>

The above amounts have been included in Payments for the Year under "Church Running Costs".

## St. Saviour's Parish Church

### 6. Rental Proceeds

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Land Rental	450	450
Woodhouse Street Shop Rental	<u>6,580</u>	<u>6,580</u>
	<u>7,030</u>	<u>7,030</u>

The above amounts have been included in Receipts for the Year under "Rental Proceeds".

### 7. Other Receipts

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Internments/Headstones	4,500	3,050
Kilmore Shared Expenses Re: Rectory		
Upkeep & Stationery	2,269	3,626
Diocesan Grant	-	-
Sundries	-	195
Use of Church Hall	1,690	1,738
Breakfast	<u>692</u>	<u>486</u>
	<u>9,151</u>	<u>9,095</u>

The above amounts have been included in Receipts for the Year under "Other Receipts".

### 8. Wages and Salaries

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Sexton	550	550
Organist	2,400	2,280
Pulpit Supply	<u>120</u>	<u>120</u>
	<u>3,070</u>	<u>2,950</u>

The above amounts have been included in Payments for the Year under "Wages and Salaries".

# St. Saviour's Parish Church

9.

## Collections for Third Parties/Charitable Donations

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Bishops Appeal	830	-
Crosslinks	53	-
Love for Life	900	-
Ukraine	-	1,985
CMS Ireland	-	700
Hospice	485	395
Orange Service	346	285
Charlenes Project	200	100
Church Army	700	500
The Leprosy Mission	200	-
SAMS Ireland	200	700
RUC GC Association	-	212
Marie Currie	-	100
Salvation Army	200	-
Poppy Appeal	381	-
Daisy Lodge	200	-
Church Girls Brigade	173.50	-
Church Lads Brigade	173.50	-
Brasil	436	-
	<u>5,478</u>	<u>4,977</u>

The above amounts have been included in Payments for the Year under "Collections for Third Parties".

