

St Paul's Parish Church, Lisburn
Annual report and financial statements for the year ended 31 December 2023

References and administrative details

Charity Name: St Paul's Parish Church, Lisburn

Charity Registration Number: NIC101228

Contact Address: 1 Ballinderry Road
Lisburn
Co. Antrim
BT28 1UD

Trustees

Mr R. McIlwrath, Mr N. Morrow, Mr B McMinn, Mr T Topping, Mr P Cochrane, Miss L Dickey, Mr G Irwin, Mr R. Robinson (resigned 25 April 2023), Mrs A Stevenson, Mr S Gamble, Mrs O Gamble (appointed 25 April 2023), Mrs D Forsythe (resigned 25 April 2023), Mr A Shannon, Mr D Bell, Mrs Z Crowe, Mr J Crothers, Mr S Thompson (resigned 25 April 2023), Ms A Lyttle (appointed 25 April 2023), Mrs E Burns (appointed 25 April 2023), Miss R Stevenson (appointed 25 April 2023), Rev. N Dark (resigned 5 September 2023) & Rt. Rev. D McCartney (appointed 5 September 2023).

Principal Office-bearers

Clergy: Rt. Rev. D McCartney (appointed 5 September 2023).

Church Treasurer: Mr Trevor Topping.

Church Secretary: Mrs Alison Stevenson.

Church Warden - Clergy: Mr Stanley Gamble.

Church Warden - People: Mrs Oriel Gamble.

Independent Examiner

Roberts & Co
Suite 721
Lisburn Enterprise Centre
6 Enterprise Crescent
LISBURN
BT28 2BP

Bankers

AIB (NI)
35 University Road
BELFAST
BT7 1ND

St Paul's Parish Church, Lisburn

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Trustees' Annual Report

The trustees present the annual report and statements of Receipts and Payments and Assets and Liabilities for the Parish for the year ended 31 December 2023.

Objectives and Activities

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

The principal function of St Paul's Parish Church, Lisburn 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. 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 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 of the Parish.

Achievements, Performance & Public Benefit

Purpose

The principal function of the Parish is to support the advancement of the Christian religion by promoting through the work of the Parish the whole mission of the Church, pastoral, social and ecumenical. All the functions of the Parish relate to the advancement of religion through holding regular worship and communicating and caring for parishioners of all ages especially the sick, elderly and others in our community.

Public Benefit

The charity Trustees have complied with their duties in line with the Commission's Public Benefit statutory guidance. Worship took place during the year in the church building and reaching out into the community as well as other activities both social and fundraising have been carried out, where possible. All activities were carried out, as permitted by legislation and regulations, throughout 2023 to fulfil our statement of Public Benefit. The church hall is regularly used by various organisations and the local community, including the Girls Brigade, Church Lads Brigade, Sunday School, Indoor Bowling club, and Mother's Union.

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 December 2023 can be signed off as a going concern.

St Paul's Parish Church, Lisburn

Annual report and financial statements for the year ended 31 December 2023

Trustees' Annual Report (continued)

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 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.

Trustee's records are updated on the charity commission website to represent these changes.

Finances

Income and Fundraising

The overall bank balances increased in 2023 compared to 2022. Accordingly, St Paul's Parish Church continued to operate in a reasonably comfortable financial condition. Year on year General Free Will Offering contributions (envelopes and standing orders) increased by £185 while loose plate collections increased by £1,829. Investment income from the sale of the Rectory Field was £20,119. The Representative Church Body in Dublin manages the investment on behalf of the parish. Heat and Light subscriptions from parish organisations to offset heat and light costs totalled £900.

Expenditure

Total outlay on the maintenance of the Parish Centre was £310. The maintenance costs for the Church during the year was £310. The maintenance costs for the Rectory during the year was £7,736.

All other payments in 2023 were paid when received and in full.

The security and safeguarding of all monies is important to the Trustees and all money is counted and taken to the Bank under dual control.

Management

The finances are managed by the Hon. Treasurer, Trevor Topping, who reports back to the Trustees at Vestry meetings on a monthly basis or in-between if necessary.

Girls Brigade

In accordance with the requirements of Girls Brigade NI, the financial results of the Girls Brigade Company are to be included in the financial statements of the Parish. The financial year for the Girls Brigade Company is 31 August 2023. The results for the year ended 31 August 2023 have been included in these financial statements. Any difference between the Parish year end and the Girls Brigade Company yearend would be immaterial, given the size and nature of the Girls Brigade's finances.

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Trustees' Annual Report (continued)

Pay and remuneration

One incumbent received stipend, locomotory and office allowance during the year.

Rt. Rev. D. McCartney was employed from 5th September 2023 and was paid an annual equivalent stipend of £37,504. Office allowance was £17.78 per week and locomotory allowance was £134.61 per week.

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 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 2023, the Select Vestry met 13 times during the year and the average attendance was 88%.

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 actives entered into 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 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

Mrs Alison Stevenson (Hon Secretary)

Mr T Topping (Hon Treasurer)
9th April 2024