

Willowfield Parish Church

Trustees' Annual Report for the year ended 31 December 2023

The trustees present the annual report and accounts for Willowfield Parish Church for the year ended 31 December 2023.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the financial statements and applicable accounting standards, Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the charity's governing document, the Charities Act (Northern Ireland) 2008, Charities Act (Northern Ireland) 2013, The Charities (Accounts and Reports) Regulations (Northern Ireland) 2015 and UK Generally Accepted Accounting Practice.

Reference and administrative details

Charity Name:	Willowfield Parish Church
Charity Registration Number:	NIC101980
Contact Address:	Willowfield Parish Church Office, 330-332 Woodstock Road, Belfast, BT6 9DP
Independent Examiner:	Michael McCarter FCA, GMcG Chartered Accountants, 17 Mandeville Street, Portadown, County Armagh, BT62 3PB
Bankers:	Danske Bank, Donegall Square West, Belfast, BT1 6JS

Trustees of the Charity

The members of the select vestry and all Principal Office Bearers can act as trustees for the purposes of charity law. The trustees who have served during the year and since the year end are as follows:

Rev Clive Atkinson (Rector)
Andrea Lowry
Dawn Mayes
Keith McMaw
Gavin Patterson
Iain Lyons
Elizabeth Down
Alex Mateer (resigned 17th April 2024)
Timothy Cairns
Kyle Flanigan (resigned 17th April 2024)
David Woods
Aliyah Quinn (resigned 31st August 2023)
Jonathan Cousins
Brian Mayes
Jonathan Rainey (Appointed 17th April 2024)
Andrew Wallace (Appointed 26th April 2023)
Arthur Blair (Appointed 26th April 2023)
Francis Khamanra (Appointed 26th April 2023)
John Moore (Appointed 17th April 2024)
Ben-Juhah Simpson (Appointed 17th April 2024)
Jenny Hall (Appointed 17th April 2024)

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Trustees' Annual Report for the year ended 31 December 2023 (continued)

Objectives and Activities

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

The principal function of Willowfield Parish is to support the advancement of the Christian religion by promoting, through the work of Willowfield 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, Willowfield 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 Willowfield Parish.

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.

Achievements, Performance and Public Benefit

2023 was a year in which we sought to continue to build generating momentum throughout our weekly programmes, enabling us to serve the local community as well as our congregation. We offered the occasional pastoral services such as baptisms, thanksgivings, weddings and funerals, celebrating the major festivals of Easter and Christmas as well.

Outreach

We were able to offer a full programme of youth and children programmes. We were able to open the doors of the Church Hall to the wider community through events such as Open House, an opportunity for anyone and everyone to drop in, have something to eat and chat to staff and other users.

We were able to support local families through our Family Support Team and through programmes deliberately design to meet the needs of both children and teenagers.

The Alpha Course was offered during both the Autumn and Winter months in the Church and Door to Door work along local streets returned.

Service

Our staff and team of volunteers have shown again they are committed to living and serving our local community and meeting local needs. Our Food Bank has provided food and vouchers for heating and lighting to many within the local community. Prayer ministry for people with physical, mental, emotional and spiritual needs was gradually introduced on Sundays. Pastoral visiting became possible again with the opportunity to visit Care Homes, Hospitals as well as people in their homes.

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Trustees' Annual Report for the year ended 31 December 2023 (continued)

Discipleship

At the heart of Willowfield lies the call to help people live out their faith in the cut and thrust of everyday lives. Sunday services, midweek Life Groups and one to one catch ups are a significant part of this calling.

Financial Review

During the year ended 31 December 2023, total expenditure of £496,536 exceeded total income of £484,932 by £11,604. The net expenditure before transfers and gains / losses on investments is £11,938 lower than in the year ended 31 December 2022. There was a decrease of £5,284 in income from donations and other trading activities and a decrease of £17,222 in charitable expenditure.

Reserves policy

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity are needed to meet the working capital requirements of the charity and to enable the charity to effectively manage any unforeseen risk or financial difficulties.

At 31 December 2023, the balance of unrestricted funds is £36,372 (2022: £54,061), the balance of restricted funds is £1,543,724 (2022: £1,537,639) and the balance of endowment funds is £117,769 (2022: £117,301). The trustees are satisfied that the level of reserves is sufficient to continue the current activities of the charity in the event of a significant shortfall in income levels. The trustees will continue to review the reserves policy to ensure that the policy reflects the needs of the charity in a changing environment.

Plans for future periods

We will continue to serve the local community around us, particularly through the use of the re-developed church halls. The church halls give us the resources and opportunity to reach those who are most in need within East Belfast. We will continue our wide range of outreach programmes, including Alpha, pub ministry, door to door work, healing on the streets, men's and women's ministries. We will continue to prioritise our children's and youth work, providing age-appropriate programmes that foster spiritual growth and community engagement.

Moreover, alongside our community focus we will continue to reach out to those in need across the world. We plan to continue helping both financially, but also by sending people to countries like Cambodia and Mexico. Also, to give our church community the opportunity to grow together, we will continue our programme of Parish Weekends every two years, with the next taking place in 2024.

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 end 31 December 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 and Principal Office Bearers can act as the Charity Trustees.

Recruitment and Appointment of Select Vestry

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.

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Trustees' Annual Report for the year ended 31 December 2023 (continued)

Structure, Governance and Management (continued)

Recruitment and Appointment of Select Vestry (continued)

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

Acting in his role as Rector of Willowfield Parish Church, the Rev Clive Atkinson received a stipend and office and locomotory allowance in accordance with figures approved by the General Synod of the Church of Ireland. Acting in the role as Curate of Willowfield Parish Church, Mrs E M Pentland receives a stipend and office and locomotory allowance in accordance with figures approved by the General Synod of the Church of Ireland. Both these have been detailed in note 10 in the Notes to the financial statements. No other charity trustees receive any remuneration from Willowfield Parish Church.

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.

Related party

Willowfield Parish Community Association, a charitable company registered in Northern Ireland (charity number: NIC 103336 and company registration number NI062808) is a related party of the charity as Reverend Clive Atkinson acts as trustee for both charities.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in the Northern Ireland requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parish will continue as a going concern.

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Trustees' Annual Report for the year ended 31 December 2023 (continued)

Statement of Trustees' Responsibilities (continued)

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Parish and enable them to ensure that the financial statements comply with the Charities Act (Northern Ireland) 2008, the Charity (Accounts and Reports) Regulations (Northern Ireland) 2015 and the provisions of the Constitution of the Church of Ireland. 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.

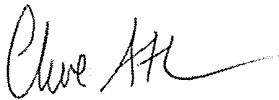
The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure to our Independent Examiner

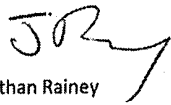
In so far as the trustees are aware at the timing of approving our trustees' annual report:

- there is no relevant information for the independent examiner of which the charity's independent examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the charity's independent examiner is aware of that information.

Signed on behalf of the Trustees:



Revd Clive Atkinson
Trustee



Jonathan Rainey
Trustee

Date: 31/10/2024