

Church of the Epiphany Parish of Upper Malone
Trustees' Annual Report for the year ended 31 December 2023

The trustees present the annual report and statements of Receipts and Payments and Assets and Liabilities for Church of the Epiphany Parish of Upper Malone 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 the Church of the Epiphany, a member parish of the Church of Ireland, is to support the advancement of the Christian religion by promoting, through the work of the Church of the Epiphany 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 Church of the Epiphany has custody of property and of records, materials and artefacts of significance to the cultural and religious heritage of the community at large. The care and maintenance of these assets is undertaken by the Select Vestry.

Compliance with Public Benefit

The Parish has considered the Charity Commission for Northern Ireland's statutory guidance on public benefit to ensure that the activities entered into during the year have furthered the Parish's objectives, for the public benefit.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements, Performance & Public Benefit

Church of the Epiphany Parish of Upper Malone utilises its Church Building to provide bi-weekly services of public worship, open to all, which contribute to spiritual well-being of participants and the reinforcement of Christian values. Through the minister, and those who assist her, the church provides pastoral care to any who request it and undertakes religious ceremonies such as weddings and funerals. In cooperation with the other churches in the Finaghy area there are a number of joint events each year for the whole community and for all ages. Its buildings are used by other community and church organisations to benefit the people of the Finaghy area.

These activities implement our charitable purposes and provide public benefit.

Financial Review

The charity is in a secure financial position at 31 December 2023 as despite an in year deficit of £4901 (2022 – Deficit of £5488) the charity has reasonable reserves to meet foreseen liabilities. Our goal is to maintain reserves of at least 3 months' expenditure which we have at the year end. At 31 December 2023 unrestricted cash funds amounted to £34593 (31 December 2022 - £40274) and Restricted cash funds amounted to £1344 (31 December 2022 - £564).

Going Concern

Our income and costs should be able to be maintained at or below current levels. Any additional funds for capital costs will be able to be raised separately. In the light of this 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 for a period of at least 12 months from the date of approval and the financial statements for the year ended 31 December 2023 can be signed off as a going concern.

Risk assessment

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Church of the Epiphany Parish of Upper Malone
Trustees' Annual Report for the year ended 31 December 2023 (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 members of the Select Vestry are charity trustees.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs Caroline Anne Stephens
Mrs Anne Stockman (resigned 2 April 2023)
Mr Victor Stephens
Miss Sylvia Kennedy
Mrs Matilda Harold
Mrs Evelyn Wright
Rev. Louise Stewart
Miss Roberta Emily Kennedy
Mrs Valerie Margaret Beers
Miss Edith McCarthy
Mrs Edna Sloss (resigned 2 April 2023)
Mrs Jennifer Taylor
Mrs Gloria Aicken
Mrs Alexandra Shivers
Mr Brian Aicken
Ms Roberta Peters

Recruitment and appointment of Select Vestry members (the 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 and subscribe to the parish by a means for which a receipt may be issued 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 approximately one year. Select Vestry members may be re-elected annually and there is no limit on the number of terms which may be served.

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, the Rector, the churchwardens, the glee wardens and generally not more than twelve other members of the General Vestry elected at the Annual General Vestry.

The incumbent or other member of the clergy officiating in the parish chairs the Select Vestry. 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 and Special meetings may be convened at any time by the chairperson or the churchwardens. The Select vestry met monthly except for the summer months with a quorum present each time.

Pay and remuneration

The incumbent of the Parish, the Rector, is entitled to a stipend that is paid directly by the Parish, which is in accordance with figures approved by the General Synod of the Church of Ireland and office and locomotory allowances, pension contributions and use of the rectory, or appropriate housing allowance. We are grouped with St. Polycarp's with whom we share a Rector. These staff costs are shared by both parishes with our responsibility 45% of the costs and St. Polycarp's 55%.

**Church of the Epiphany Parish of Upper Malone
Trustees' Annual Report for the year ended 31 December 2023 (continued)**

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

Trustee 1 Louise Stewart
Date 17/9/24

Trustee 2 Carol Stephens
17/9/24