

HOLY TRINITY CHURCH

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HOLY TRINITY CHURCH

LEGAL AND ADMINISTRATIVE INFORMATION

Charity Name Holy Trinity/Connor/Church of Ireland

Charity Number NIC102642

Contact Mr Drew Buchanan MBE
11 Glenburn Manor
Carrickfergus
BT38 7TX

		Meetings	Attendance
Trustees	Mr Drew Buchanan MBE	9	9
	Mrs Karen Buchanan	9	8
	Mrs Joan Cummings	9	8
	Mrs Marjory Edgar MSC, BSC (resigned March 2024)	2	2
	Mrs Karen Hambleton	9	8
	Mr Richard Hambleton	9	9
	Mrs Louise Hanley	9	6
	Mrs Donna Harrison	9	9
	Ms Hannah Hulme	9	9
	Rev Alan Mc Cann	9	9
	Mr Kel Mc Dermott	9	8
	Mrs Sharon Mc Neill	9	8
	Mrs Alison Moffett	9	8
	Mrs Fiona Shasko	9	8
	Mr Fred Shasko	9	6
	Mr Terry Shimmon (appointed March 2024)	7	6
	Mr Victor Wootton	9	8
	Mrs Elaine Wright	9	9

Office Bearers

Clergy Rev. Dr. T.A.G McCann
Church Secretary Mrs Elaine Wright
Church Treasurer Mr Drew Buchanan MBE
Church Warden - Clergy Mr Richard Hambleton
Church Warden - People Mrs Karen Hambleton

Independent Examiner This report has been subject to independent examination by:
Michael Jonathan Crooks FCA
Falconer Stewart
248 - 266 Upper Newtownards Road
Belfast
BT4 3EU

Bankers Danske Bank
18 Ballymoney Road
Ballymena
BT43 5BY

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2024

The trustees present their report and the independently examined financial statements for Holy Trinity Church Woodburn for the year ended 31st December 2024.

Charitable Objectives and Public Benefit Statement

The primary objective of Holy Trinity Church Woodburn is to advance the Christian faith through worship, education, pastoral care, and community outreach. The church serves its congregation and the wider community by providing spiritual support, Christian learning opportunities, and avenues for charitable giving. These activities are conducted for the public benefit and align with the charitable purposes set out in the church's constitution. All activities are inclusive and aim to support individuals and families, regardless of their background.

Safeguarding Policy

Holy Trinity Church Woodburn is committed to safeguarding the welfare of children and vulnerable adults. The church follows the Church of Ireland Safeguarding Trust guidelines, ensuring that all volunteers and staff working with vulnerable individuals undergo appropriate checks and training.

Governance and Management

Holy Trinity Church Woodburn is governed by a board of trustees responsible for strategic direction and oversight. Trustees are appointed per the Constitution of the Church of Ireland. The church operates subcommittees, such as the fundraising committee, to support specific operational aspects. Trustees meet monthly to review the church's performance, finances, and ri

Achievements and Performance in 2024

- **Worship and Ministry:** Weekly services and special events, including the Harvest Appeal, raising £4,500 for church refurbishment.
- **Community Engagement:** Active participation in Operation Shoebox (50 shoeboxes donated), monthly contributions to food and baby banks.
- **Mission Support:** Sponsoring 15 children at Abura Primary School, Uganda, through Fields of Life and donating £15,000 to missions.
- **Financial Milestone:** Final loan for the Building Fund fully paid off on 9th December 2024.
- **Volunteer Contributions:** Volunteers played a crucial role in youth and adult organisations, outreach programs, and maintaining church operations.

Financial Review for 2024**General Account**

- Freewill Offerings (FWO) increased by £8,000 (+11%).
- Plate collections nearly doubled from £1,091 (2023) to £2,200 (2024).
- Gift Aid contributions: £16,328.16 to General Account, £5,040.25 to Building Fund, £4,115 to No. 2 Account.

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

Building Fund

- Debt-free milestone: Final loan payment completed in December.
- Renaming: Now called "Building (the Kingdom) Fund" to support maintenance and missions.

Restricted Funds

- Supported 15 children in Uganda through Fields of Life.
- Donated £15,000 to mission organisations.
- Contributed 50 shoeboxes to Operation Shoebox Appeal.

Reserves Policy

The church maintains reserves equivalent to three months' wages for staff. This is reviewed regularly to cover unexpected financial challenges.

Trustee Payments and Benefits

No payments are made to trustees except pre-approved expense reimbursements.

- Mr. Drew Buchanan MBE is self-employed as the Church Administrator.
- Mrs. Louise Hanley is employed as the Musical Director.

Both roles are separate from trustee responsibilities and comply with employment regulations.

Risk Management

Key risks:

- Financial challenges & rising costs: Mitigated through stewardship education and energy-saving measures.
- Declining contributions: Addressed by promoting standing orders and financial transparency.

Ethical Fundraising and Donor Engagement

The church follows ethical fundraising practices, ensuring transparency and accountability in financial matters. A campaign is underway to increase standing order participation, ensuring sustainable giving.

Challenges for 2025

- Rising operational costs: Oil, electricity, wages, and expenses are expected to increase.
- Encouraging financial participation: A drive will focus on transitioning members to direct bank donations

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2024 (CONTINUED)

Future Plans

- Expand the Building (the Kingdom) Fund.
- Strengthen 6up and uniform organisations to increase youth engagement.
- Enhance mission outreach and community support initiatives.

Compliance Statement

The trustees confirm compliance with charity law and CCNI guidance on public benefit.
This report accurately represents Holy Trinity Church Woodburn's activities and financial standing.

Dr T.A.G McCann

Trustee

Dated: 6th February 2025

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs and of the surplus or deficit of the charitable organisation for that year.

In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements 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 presumed that the organisation will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the organisation's transactions and disclose with reasonable accuracy at any time the financial position of the organisation and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOLY TRINITY CHURCH

I report on the accounts of the charity for the year ended 31 December 2024, which are set out on pages 7 to 9.

Respective responsibilities of Trustees and Examiner

The Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under 65(9)(b) of the Charities Act (Northern Ireland) 2008 and that an independent examination is needed. The charity's gross income did not exceed £250,000 and I am qualified to undertake the examination being a qualified Chartered Accountant.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 65 of the Charities Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charities Commission under section '65(9)(b) of the Charities Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charities Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 63 of the Charities Act; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Charities Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.

have not been met or

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOLY TRINITY CHURCH
(CONTINUED)**

- (b) to which in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Michael J Crooks

Michael J Crooks
Chartered Accountant

Falconer Stewart
248-266 Upper Newtownards Road
Belfast
BT4 3EU

Dated: 6th February 2025

**STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2024**

	Year Ended 31 December 2024	Year Ended 31 December 2024	Year Ended 31 December 2023	Year Ended 31 December 2023
Note	£	£	£	£
INCOMING RESOURCES				
Unrestricted General Fund	117,792		106,644	
Restricted Building Fund	36,710		28,673	
Restricted General Fund	25,229		23,247	
Total incoming resources		179,731		158,564
RESOURCES EXPENDED				
Management and administration of the organisation				
Unrestricted General Costs	111,441		103,983	
Restricted Building Costs	33,545		7,891	
Restricted General Costs	24,515		39,674	
Total Resources Expended		169,501		151,548
Net Incoming Resources/(Expenditure)		10,230		7,016
Fund balances at 1 January 2024		1,301,821		1,294,805
Fund balance carried forward at 31 December 2024		1,312,051		1,301,821

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

BALANCE SHEET AS AT 31 DECEMBER 2024

	Note	Year Ended		Year Ended	
		31st December 2024		31st December 2023	
		£	£	£	£
FIXED ASSETS					
Church Building		1,150,000		1,150,000	
Rectory		169,000		169,000	
		-----		-----	
			1,319,000		1,319,000
CURRENT ASSETS					
Current Account Unrestricted		7,256		905	
Building Fund Restricted		29,727		49,374	
General Fund Restricted		50,068		49,353	
Buchanan Trust		10,000		10,000	
		-----		-----	
			97,051		109,632
CURRENT LIABILITIES					
Loan		0		22,811	
		-----		-----	
			0		22,811
NET CURRENT ASSETS/LIABILITIES					
			97,051		86,821
TOTAL ASSETS LESS CURRENT LIABILITIES					
			1,416,051		1,405,821
LONG TERM LIABILITIES					
Loan		-			
		-----		-----	
			-		
			1,416,051		1,405,821
FUNDS					
Unrestricted Funds	3	1,025,425		1,019,074	
Building Fund Restricted	3	226,558		223,393	
General Fund Unrestricted	3	60,068		59,354	
		-----		-----	
			1,312,051		1,301,821
Revaluation Reserve			104,000		104,000
		-----		-----	
ACCUMULATED FUNDS			1,416,051		1,405,821
		-----		-----	

The Trustees acknowledge their responsibilities for ensuring that the charitable organisation keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the charitable organisation as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the organisation.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The financial statements were approved by the trustees on 6th February 2025.

Dr T.A.G McCann
Trustee
Dated: 6th February 2025

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1. Accounting policies

1.1 Basis of Preparation

The financial statements are prepared under the historical cost convention.

1.2 Incoming Resources

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated).

Income represents donations received which are brought into the accounts on a cash basis.

1.3 Accumulated Funds

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011, the Companies Act 2006 and the Statement of Recommended Accounting Practice, "Accounting and Reporting by Charities", issued in March 2005.

2. Taxation

No provision has been made for corporation tax as the organisation is a registered charity.

3. Analysis of Movement of Funds

	Balance 01/01/2024 £	Net Incoming/Outgoing Resources £	Balance 31/12/2024 £
Unrestricted Funds	1,019,074	6,351	1,025,425
Restricted Building Fund	223,393	3,165	226,558
Restricted General Fund	59,354	714	60,068
	-----	-----	-----
Accumulated Funds	1,301,821	10,230	1,312,051
	-----	-----	-----

MANAGEMENT INFORMATION YEAR ENDED 31ST DECEMBER 2024

Analysis of Income

Unrestricted General Fund

	2024 £	2023 £
Freewill Offering & Standing Orders	85,319	76,611
Gift Aid	16,328	17,816
Plate Collection	2,338	1,091
Donations (Note 2)	1,299	656
Bank Interest	310	314
Uplift	5,350	4,760
Fellowship Café	900	450
Young at Heart	100	100
8th Carrickfergus Boys' Brigade	500	500
Indoor Bowls	450	450
Girls Brigade	500	
Fundraising	4,293	-
Photocopying	105	-
Diocese of Connor	-	100
Tots	-	25
Mid & East Antrim Council	-	171
Transfer from No 2 Account	-	3,600
	-----	-----
	117,792	106,644
	-----	-----

Restricted Building Fund

	2024 £	2023 £
Freewill Offering & Standing Orders	23,387	23,526
Gift Aid	5,040	5,147
Donations	556	
Transfer between accounts	7,727	
	-----	-----
	36,710	28,673
	-----	-----

Restricted General Fund

	2024 £	2023 £
Buchanan Trust	336	25
Mission Home & Overseas	16,194	16,767
Gift Aid	4,115	3,252
Harvest	4,524	3,203
Tots	60	
Transfer between accounts		
	-----	-----
	25,229	23,247
	-----	-----

MANAGEMENT INFORMATION YEAR ENDED 31ST DECEMBER 2024

Analysis of Expenditure

Unrestricted General Fund

	2024 £	2023 £
Stipend/Locomotory/Pensions	51,209	49,075
Wages Musical Director & Cleaner	21,638	20,110
National Insurance and Tax	4,152	4,279
Heat & Light	5,365	8,265
Church Expenses	3,682	4,489
Rectory Expenses	1,487	1,971
Missions & Charities	7,700	3,000
GF Diocese of Connor	9,548	9,321
Miscellaneous	1,579	2,028
Website	464	432
Bank Charges	295	280
Accountancy	600	600
Light	122	133
Transfer to Restricted General Fund	3,600	-
	----- 111,441 -----	----- 103,983 -----

Restricted Building Fund

	2024 £	2023 £
Church Expenses	8,545	6,493
Loan Interest	0	1,398
New Toilets	25,000	
	----- 33,545 -----	----- 7,891 -----

Restricted General Fund

	2024 £	2023 £
Outreach	-	14,320
Rectory Expenses	355	8,553
Mission and Charities	7,300	10,750
Holiday Bible Club Summer & October	-	843
Bowls	-	650
Christmas	-	111
Miscellaneous	-	414
Repairs	-	311
Harvest	-	122
Transfer to General account	16,860	3,600
	----- 24,515 -----	----- 39,674 -----

MANAGEMENT INFORMATION YEAR ENDED 31ST DECEMBER 2024

SUMMARY OF ORGANISATION ACCOUNTS

	Opening Balance 1/1/2024	Income	Expenditure	Closing Balance 31/12/2024
	£	£	£	£
Boys' Brigade	992	3,486	3,683	795
Boys' Brigade Charity	465	360	633	192
Fellowship Cafe	97	4,260	4,282	75
Flower Arranging	217	862	751	328
Girls' Brigade	2,675	5,214	4,397	3,492
Praise Band	668	0	27	641
Sunday Teas	178	780	655	303
Trinity Tots	38	379	339	78
Young at Heart	41	346	279	108
	----- 5,371	----- 15,687	----- 15,046	----- 6,012
	-----	-----	-----	-----