

ST. PAUL'S PARISH CHURCH DIAMOND GRANGE

Trustees' Annual Report and Statement of Receipts and Payments
and Assets and Liabilities for the year ended 31 December 2023

Charities Number: NIC 104039

ST. PAUL'S PARISH CHURCH DIAMOND GRANGE

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

Contents

	Pages
References and administrative details of the Charity	1
Trustees' Report	2-4
Independent Examiners Report to the Trustees	5
Receipts and Payments Account	6
Statement of Assets and Liabilities	7
Notes to the Financial Statements	8-10

Reference and Administrative details

Charity Name: St. Paul's Parish Church Diamond Grange
Charity Registration Number: NIC 104039
Contact Address: 27 Annagora Road
Portadown
BT62 4JE

Trustees

Canon David Hilliard
Gary Adams
Helen Cassells
Geoffrey Frizzell
Connie Murdock
Cindy Murdock
Thomas Robinson
Heather Robinson
Richard Robinson
Lynne Trouton
Geoffrey Winter
Richard Hammond
James White

Principal Office-bearers

Clergy: Canon David Hilliard B.TH
Church Secretary: Cindy Murdock
Church Treasurer: Helen Cassells
Church Warden – Clergy: Geoffrey Frizzell
Church Warden – People: Heather Robinson/Geoffrey Winter

Independent Examiner

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

Bankers

Ulster Bank
20 High Street
Portadown
BT62 3JY

Progressive Building Society
Market Street
Portadown
BT62 3JY

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 St. Paul's Parish Church 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 is to support the advancement of the Christian religion by promoting, through the work of St. Paul's Parish Church 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. Paul's Parish Church has custody of property and records, materials and artefacts of significance to the cultural and religious heritage and maintenance of which is undertaken by the select vestry of St. Paul's Parish Church.

Achievements, Performances & Public Benefit

The Parish continued to have regular Services of Worship throughout the year 2023 until restrictions. Sunday School Classes and a Holiday Bible Club week were also held during the year. The Church have officers in place in accordance with the Church of Ireland policy on Safeguarding trust.

Financial Review

The Income into the Parish from various sources was £34,103 (2022 £29,696) with outgoings of £28,378 (2022 £29,139) giving a surplus of £5,725 (2022 surplus £557).

The Bank and Cash in Hand Balance at 31 December 2023 was £45,842 (2022 £40,117). 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.

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.

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 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.

Pay and Remuneration

Canon Hilliard serves the Tartaraghan and Diamond Grange Group of Parishes where he receives a stipend, office and locomotory allowances in accordance with figures approved by the General Synod of the Church of Ireland. The proportion paid by Diamond Grange Parish is by way of Assessment through the Diocese of Armagh.

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.

Trustees' Annual Report for the year ended 31 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.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees's 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 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 Geoffrey Winton

Trustee 2 Geoffrey Frizzell

Date: 11th March 2024

Independent Examiners Report to the Trustees of Diamond Grange Parish Church

I report on the accounts of the Trust for the year ended 31st December 2023, which are set out on pages 2 to 10.

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.

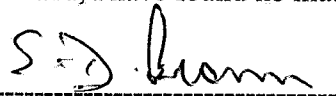
My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

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
CO. ARMAGH
BT62 3NE
DATE: 11 MARCH 2024

St. Paul's Parish Church Diamond Grange

Receipts and Payments Account for the year ended 31 December 2023

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
<u>Receipts</u>					
Donations & plate collection	23,898	-	-	23,898	22,266
Bank & Deposit Interest	123	233	-	356	67
Investment Income	399	-	-	399	340
Rental of premises	3,640	-	-	3,640	3,640
Other Receipts (Note 5)	1,734	2,380	-	4,114	3,270
Use of Premises	440	-	-	440	-
Magazine Account	56	-	-	56	113
Government Electric Grant	<u>1,200</u>	<u>-</u>	<u>-</u>	<u>1,200</u>	<u>-</u>
<u>Total Receipts</u>	<u>31,490</u>	<u>2,613</u>	<u>-</u>	<u>34,103</u>	<u>29,696</u>
<u>Payments</u>					
Wages & Salaries	1,500	-	-	1,500	1,435
Diocesan Cost/Assessment	17,779	-	-	17,779	16,001
Church Running Costs	7,182	-	-	7,182	10,118
Administration Costs	512	-	-	512	565
Charitable Donations	<u>1,405</u>	<u>-</u>	<u>-</u>	<u>1,405</u>	<u>1,020</u>
<u>Total Payments</u>	<u>28,378</u>	<u>-</u>	<u>-</u>	<u>28,378</u>	<u>29,139</u>
Excess of Receipts over Payments for the year before transfers	3,112	2,613	-	5,725	557
Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Receipts over Payments for the year	<u>3,112</u>	<u>2,613</u>	<u>-</u>	<u>5,725</u>	<u>557</u>

On Behalf of the Trustees

Trustee 1 Anthony Winters

Trustee 2 Geoffrey Frizzell

Dated: 11th March 2024

St. Paul's Parish Church Diamond Grange

Statement of Assets and Liabilities as at 31 December 2023

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total 2023 £	Total 2022 £
Cash Funds					
Current Accounts	24,377	-	-	24,377	21,265
Deposit Accounts	-	21,465	-	21,465	18,852
Total Cash Funds	<u>£24,377</u>	<u>£21,465</u>	<u>£-</u>	<u>£45,842</u>	<u>£40,117</u>
Investment Assets					
Equity Investments	-	-	-	-	-
Other Listed Investments	-	-	-	-	-
Investments in RCB/CIT					
Unit Trusts	-	-	16,020	16,020	15,553
Other unlisted Investments	-	-	-	-	-
Investment Properties	-	-	-	-	-
Total Investment Assets	<u>£-</u>	<u>£-</u>	<u>£16,020</u>	<u>£16,020</u>	<u>£15,553</u>
Total Assets	<u>£24,377</u>	<u>£21,465</u>	<u>£16,020</u>	<u>£61,862</u>	<u>£55,670</u>

On Behalf of the Trustees

Trustee 1 Geoffrey Wintz

Trustee 2 Geoffrey Fozzell

Date: 11th March 2024

Notes to the financial statements for the year ended 31 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 receipt 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
- School House
- Fixtures and Fittings

The Church Building, School House & Fixtures & Fittings 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.

(ii) Investments

Fixed asset investments comprising investment properties, investments in equities (ordinary shares) and investment in RCB/CIT Unit Trusts are initially recorded at cost and are then subsequently stated at fair value at each year and date. Investments in unquoted investments are recorded at cost and are assessed annually for impairment.

Notes to the financial statements for the year ended 31 December 2023

2. Reconciliation of Bank & Cash Funds

	<u>Y.E.</u> 31.12.23 £	<u>Y.E.</u> 31.12.22 £
Total Bank & Cash Funds at Beginning of the Year	40,117	39,560
Receipts for the Year	34,103	29,696
Payments for the Year	<u>(28,378)</u>	<u>(29,139)</u>
Total Bank & Cash Funds at end of the Year	<u>£45,842</u>	<u>£40,117</u>

3. Movement in Funds

	At 1 Jan 2023 £	Incoming Resources £	Outgoing Resources £	Transfer £	Investment Gain/(Loss) £	At 31 Dec 2023 £
Endowment Funds						
RCB Investments	<u>15,553</u>	-	-	-	467	<u>16,020</u>
Restricted Funds						
Building Fund	16,243	2,598	-	-	-	18,841
Progressive B/Society	<u>2,609</u>	<u>15</u>	-	-	-	<u>2,624</u>
	<u>18,852</u>	<u>2,613</u>	-	-	-	<u>21,465</u>
Unrestricted Funds						
General Account	13,388	27,592	(25,444)	(200)	-	15,336
School House Account	7,605	3,640	(2,303)	-	-	8,942
Sunday School Account	<u>272</u>	<u>258</u>	<u>(631)</u>	<u>200</u>	-	<u>99</u>
	<u>21,265</u>	<u>31,490</u>	<u>(28,378)</u>	-	-	<u>24,377</u>
Total Funds	<u>£55,670</u>	<u>34,103</u>	<u>(28,378)</u>	-	<u>467</u>	<u>61,862</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.

Purpose of Restricted Funds

- Building Fund – This is a fund held at Ulster Bank that is used to assist with the upkeep of the Church's buildings and for the future cost of building work
- Sundry Restricted Funds – This is a fund held at Progressive Building Society for use as directed by the Select Vestry.

Notes to the financial statements for the year ended 31 December 2023 (continued)

4. Governance Costs

Governance costs of £204 were incurred during the year of which £204 relates to fees paid to the independent examiner. Governance costs are included within Administrative costs in the Receipts and Payments Accounts.

5. Other Receipts

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
<u>Unrestricted Funds</u>		
Mission Sunday	380	260
Hospice Appeal	90	130
Bishops Appeal	20	15
Ukraine	-	300
St Marks Rector on Tractor	-	135
Holiday Bible Club	174	188
Sunday School	258	291
Coffee Morning	-	1,951
Spud Bear Breakfast	600	-
GFS Collection	<u>212</u>	<u>-</u>
	<u>1,734</u>	<u>3,270</u>
<u>Restricted Funds</u>		
In lieu of flowers:	230	-
Coffee Morning	1,950	-
Funeral Tea	<u>200</u>	<u>-</u>
<u>Total Restricted Funds</u>	<u>2,380</u>	<u>-</u>
<u>Total Other Receipts</u>	<u>£4,114</u>	<u>£3,270</u>