

**Killowen Parish Church**

**Trustees' Annual Report, Statement of Receipts & Payments**

**and**

**Statement of Assets & Liabilities**

**For the Year Ended 31 December 2024**

**Charities Number 104700**

## **Killowen Parish Church**

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Coleraine/St. John's/Derry/Church of Ireland  
also known as Killowen Parish Church, Coleraine

**Trustees' (Select Vestry's) Annual Report, Statement of Receipts and Payments and Statement of Assets**  
**For the Year Ended 31st December 2024**

**Charity registration number:** 104700

**Date registered:** 22/06/2016

**Public address:** Donard Collins, 4 Laurel Hill Road, Coleraine, Co. Londonderry BT51 3AT

**Financial year:** 01/01/2024 to 31/12/2024

**Constitution and Governance**

Chapter III of the constitution of the Church of Ireland governs Parishes and Parochial Organisation. The Rector and Select Vestry members are the Charity Trustees.

**Appointment of trustees**

The trustees are The Rector and members of The Select Vestry. The Select Vestry members are appointed annually at the Annual Easter Vestry meeting. All contributing, communicant members of the Parish aged 18 or over can be nominated to serve on the Select Vestry and can participate in the appointment of members. As Select Vestry members are also trustees, they must be eligible to such a position within the requirements

**Names of Trustees**

Rev Donard Collins

Val Bleakley

Mark Cameron

Andrew Collins

Stephen Collins

William Craig from 20th March 2024

Erne Duncan

Georgina Johnston

Fiona McFadden

Desmond Moore

Doreen Murdock

John Proctor

Raymond Robinson until 20th March 2024

Emma Reid

Harry Smyth

Barbara Smyth

Anne White

Peter Woodhead

**Charitable purposes**

The principle function 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 to those needing help is fundamental to the practical delivery of the tenets of Christianity. As a result of activity in pursuit of the advancement of the Christian religion, the Parish has custody of a large body of records, materials and artefacts of significance to the cultural heritage, the maintenance of which is undertaken by the Parish as a secondary charitable

**The beneficiaries**

The beneficiaries are members of the general public, parishioners and others who benefit from the organisations supported by the Parish at home and abroad.

### **Activities**

The main activities during the period to which this report relates are as follows:-

- Promoting the Christian gospel through church services, activities and support for other organisations with compatible aims and objectives.
- Religious teaching through church services and other activities
- Regular church worship and Special services for particular circumstances
- Pastoral care of those in need
- Prayer ministry
- Ministry to children and young adults
- Collaboration with other groups (ecumenical and community)
- Provision of a community facility (Maconachie Hall)
- Maintenance of historic church records
- Public enjoyment of cultural and historic buildings and artefacts

All activities are undertaken giving full attention to relevant child protection and vulnerable adult legislation and comply with the Church of Ireland Safeguarding Trust policy. A Ministry Team assists The Rector in delivering these services. The Select Vestry ensures that appropriate resources are available to deliver the services and activities, and that appropriate policies and procedures are in place.

### **Achievements, performance and Public Benefit**

There are services of regular worship every Sunday and regular activities during the week throughout the year. Anyone can attend, as services and activities are accessible to all. They are promoted through the use of news sheets and magazines, notice boards, the parish website, social media, occasional public

The public benefit is the advancement of religion and the practical expressions of Christian beliefs and standards in the local community such as through the care of those in need. The public benefit is also demonstrated by a greater understanding in Christian beliefs as set out in the Bible and in the Church's Regular activities include the Tuesday club, men's and women's breakfast groups, Mother's Union, walking club, craft group, games night, church choir and music group, home study groups, teenage and young adult Special occasion services include baptisms and services of dedication, confirmation, marriage services and funerals/memorial services, services to mark significant community events/anniversaries .

Community services include an annual Battle of the Somme memorial service, Remembrance Day services, Christmas and Easter activities and an annual service to support the bereaved.

Visiting speakers are invited to participate at services to increase knowledge of the work of other groups and to garner support for their causes.

In addition to the pastoral ministry of The Rector to those in need, volunteers visit elderly and housebound members. At the end of each year a proportion of the Parish income is distributed to other organisations, using the principle of tithing, whose aims and purposes are compatible with those of the Charity but which have special expertise in a particular area. This is reviewed annually by the Rector and approved by the Special collections are arranged for various causes throughout the year. All money raised is forwarded without any deduction to the particular beneficiary.

The Parish has an important prayer ministry. This benefits individuals and the wider community.

The Charity places a particular emphasis on its ministry to children and young people. In addition to Junior Church on Sundays there are organised activities for teenagers.

The Charity works alongside other churches in the Diocese and in the local area to deliver special services, activities and outreach from time to time. It works to maintain good cross community relations with other organisations in the area. It has links to other agencies and missionary societies who are active on a global basis. It takes part in activities at Diocesan level and within the wider Church of Ireland and Anglican

The Maconachie Hall is used not only for church activities but is also available to outside organisations whose purposes are not incompatible with the Charity's aims and objectives. The Hall is well used and established as a local cross community social facility. Regular outside users include a guiding group, fife and drum band, gardening club, Killowen Primary School and occasional local authority supported community events. The Trustees reserve the right to consider all applications for use of the Charity's buildings against the aims and objectives of the Charity to ensure that there is no incompatibility with the Charity's core beliefs and Historic church records are made available to members of the public at no charge.

The Church and Maconachie Hall have listed buildings status and the Charity is focused on keeping them in a good state of repair. The trustees ensure that any works carried out are sympathetic to the listed status of the building and that appropriate statutory consents are obtained.

The churchyard which also falls within the area subject to listed status, is well maintained and inspected regularly for safety purposes by the church wardens.

Church plate, linen and furnishings are carefully maintained and stored, primarily by the Caretaker.

There are two other buildings, for which the responsibility for management rests with the Parish - the Rectory at Laurel Hill and the Curacy at Ballycranny Drive. These are also maintained to a good standard. The property at Ballycranny Drive has been rented out at a Market Rent to a family as it is not needed at present as a curacy. If it were to be needed for church use in the future any lease would not be renewed. This

### **Achievements**

The achievements of the Parish activities are demonstrated by the steady level of attendance at services and events, the addition of new members to the congregation and by feedback from parishoners and the general public who have gained benefit. Use of on-line resources extend the ministry for the benefit of parishoners

### **Restrictions on who can benefit**

In general, church activities are available to all, free of charge. A small charge is made for some special services, such as marriages and funerals to cover expenses/heat and light. The use of the Hall is free to church groups, although some fundraise to pay a contribution towards the cost of providing the facility. Outside groups which use the Hall are expected to contribute towards the costs. The cost depends on the

### **Mitigation of damage/harm**

None of the activities result in harm or damage other than routine wear and tear of facilities which is addressed through regular maintenance. The Parish has procedures in place to ensure that it complies with all statutory and insurance requirements including GDPR requirements, food hygiene and Health & Safety regulations. The Church of Ireland Safeguarding Trust policy is implemented and the Rector has confirmed to

### **Private benefit**

During the period covered by this report there was one member of staff, in addition to the Rector, who obtained private benefit through their salary. This member of staff is also one of the Trustees, William Craig. In addition there were a small number of other individuals who received a small payment for part time/occasional services provided to assist the Rector in serving parishoners by way of assisting at services, visiting, maintaining the social media and on-line platforms and co-ordinating church music. From time to time, other volunteers may obtain recompense for expenses incurred in carrying out Parish activities. All private benefit incurred is incidental to the operations and activities of the Charity. Attention is paid to

### **Financial Information**

The appropriate financial reports for the periods are attached as an appendix to this report.

An independent examination of the Charity accounts is undertaken by Paul A Taylor and Company, Chartered Accountants, which is attached as an appendix to this report.

The trustees are satisfied that there are adequate funds in place to ensure that the Parish can continue its

**Financial deficits and reserves**

None of the accounts have any deficits. The Select Vestry maintains a balance on unrestricted funds, where possible, to meet its financial liabilities and to provide a sinking fund in respect of unexpected repairs or

**Statement of Compliance**

In setting our objectives and planning our activities for the year the trustees have given careful consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the activities have helped to achieve the charity's purposes and provide a benefit to the beneficiaries.

**Signed on behalf of the trustees**

Rector: Rev Donard Collins

Secretary to the Select Vestry: Peter Woodhead

Treasurer: Barbara Smyth

**Date of report:** 8 April 2025

## **Independent examiner's report to the charity trustees of Killowen Parish Church**

I report on the accounts of the Trust for the year ended 31 December 2024.

### **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 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.

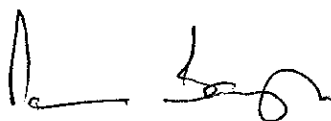
My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

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.



Paul Taylor  
Chartered Accountant

Unit 4  
12 Spittal Hill  
Coleraine  
BT52 2BY

20th October 2025

**Killowen Parish Church**  
**Receipts and Payments Account**  
**Year Ended 31st December 2024**

|                                    | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>2024  | Total<br>2023  |
|------------------------------------|-----------------------|---------------------|----------------|----------------|
| <b>Receipts</b>                    |                       |                     |                |                |
| Parish Collections                 | 169,445               | 18,906              | 188,351        | 177,488        |
| Donations in memory                | 7,665                 |                     | 7,665          | 17,467         |
| <b>Charitable Activities</b>       |                       |                     |                |                |
| Rental Income                      | 11,085                |                     | 11,085         | 7,078          |
| Investment income                  | 591                   |                     | 591            | 591            |
| Miscellaneous charitable receipts  | 9,349                 |                     | 9,349          | 1,808          |
|                                    | <u>198,135</u>        | <u>18,906</u>       | <u>217,041</u> | <u>204,432</u> |
| <b>Payments</b>                    |                       |                     |                |                |
| Parochial assessment               | 95,218                |                     | 95,218         | 93,468         |
| Donations                          | 12,008                | 4,333               | 16,341         | 15,839         |
| Cost of events/speakers            | 3,002                 |                     | 3,002          | 5,426          |
| Parish overheads                   | 40,544                |                     | 40,544         | 28,002         |
| Staff costs                        | 18,482                |                     | 18,482         | 17,669         |
| Equipment                          | 7,375                 |                     | 7,375          | 1,661          |
| Miscellaneous charitable expenses  | 1,199                 |                     | 1,199          | 1,311          |
|                                    | <u>177,828</u>        | <u>4,333</u>        | <u>182,161</u> | <u>163,376</u> |
| Net Receipts/Payments for the year | <u>20,307</u>         | <u>14,573</u>       | <u>34,880</u>  | <u>41,056</u>  |
| <b>Reconciliation at year end</b>  |                       |                     |                |                |
| Opening Bank Funds                 | 30,630                | 309,703             | 340,333        | 299,277        |
| Surplus/(Deficit) for the year     | 20,307                | 14,573              | 34,880         | 41,056         |
| Closing Bank Funds                 | <u>50,937</u>         | <u>324,276</u>      | <u>375,213</u> | <u>340,333</u> |

Killowen Parish Church  
Statement of Assets and Liabilities  
As At 31st December 2024

|                                | Restricted<br>Funds | Unrestricted<br>Funds | Total<br>2024 | Total<br>2023 |
|--------------------------------|---------------------|-----------------------|---------------|---------------|
| Opening Bank and Cash Funds    | 309,703             | 30,630                | 340,333       | 299,277       |
| Surplus/(Deficit) for the year | 14,573              | 20,307                | 34,880        | 41,056        |
|                                | <hr/>               | <hr/>                 | <hr/>         | <hr/>         |
| Closing Bank Funds             | 324,276             | 50,937                | 375,213       | 340,333       |
|                                | <hr/>               | <hr/>                 | <hr/>         | <hr/>         |

Bank & Cash Balances

|                      |        |
|----------------------|--------|
| Current account No.1 | 224761 |
| Current Account No.2 | 143396 |
| Building account     | 7056   |
|                      | <hr/>  |
| Total Cash Funds     | 375213 |
|                      | <hr/>  |

Other Assesets (Unrestricted Funds)

|                                            |         |
|--------------------------------------------|---------|
| Heritage Assets (Note 1)                   | -       |
| Parish Church, Hall and Graveyard (Note 1) | 160,000 |
| Parish Rectory (Note 2)                    | 120,000 |
| Curates House (Note 2)                     |         |

Approved by the trustees on the 20th october 2025 and signed on their behalf by;

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Rev. Donard Collins  
Rector

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Mr Peter Woodhead  
Secretary

**Killowen Parish Church**  
**Notes to the Accounts**  
**For the Year Ended 31st Deember 2024**

**Basis of preparation**

The financial statements have been prepared on a receipts and payments basis.

**Fund Accounting**

Unrestricted funds are available for use at the discretion of the Select Vestry to further any of the charity's purposes

Restricted funds are subjected to restrictions imposed by the donor or by the terms of the appeal issued to raise those funds as to how they are applied.

**Receipts & Payments Account**

All items of income and expenditure have been accounted for on a cash receipts basis.

**Parish property**

**Parish Church and Church Hall**

These properties are deemed to be Heritage assets as defined by the Charities SORP (FRS102)

Heritage assets are not included in the Statement of Assets and Liabilities as information on the cost or valuations is not readily available and such information cannot be obtained at a cost commensurate with the benefit to users of the accounts and the Parish.

**Rectory and Curate's House**

These have been valued at deemed cost by the Select Vestry based on the market value of similar properties in the area.