

Kilbroney Centre

(A company limited by guarantee, not having a share capital)

Annual Report and Unaudited Financial Statements

for the financial year ended 31 March 2023

Kilbroney Centre
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REFERENCE AND ADMINISTRATIVE INFORMATION

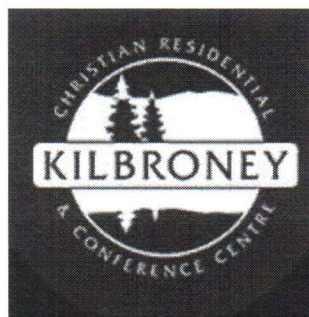
Trustees	Rev Adrian Dorrian - Chairperson Rt Rev Darren James McCartney Edward Woolley Kenneth John Hooks Alanah Donaldson Robert Andrew Brannigan Dr Ken Roberts Helga Harris Matthew Peach Catroina O'Hanlon Emma Holley (Appointed 6 February 2023)
Charity Number in Northern Ireland	104782
Company Registration Number	NI606867
Registered Office and Principal Address	1 Forestbrook Road Rostrevor Newry BT34 3BT
Independent Examiner	Malone Accounting 12 New Street Newry County Down BT35 6JD
Principal Bankers	Ulster Bank Ltd 86 Hill Street Newry County Down BT34 1YB

Kilbroney Centre

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TRUSTEES' ANNUAL REPORT

for the financial year ended 31 March 2023



The trustees present their Trustees' Annual Report, combining the Directors' Report and Trustees' Report, and the unaudited financial statements for the financial year ended 31 March 2023.

The financial statements are prepared in accordance with the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Trustees' Report contains the information required to be provided in the Trustees' Annual Report under the Statement of Recommended Practice (SORP) guidelines. The trustees of the company are also charity trustees for the purpose of charity law and under the company's constitution are known as members of the board of trustees.

In this report the trustees of Kilbroney Centre present a summary of its purpose, governance, activities, achievements and finances for the financial year 31 March 2023.

The charity is a registered charity and hence the report and results are presented in a form which complies with the requirements of the Companies Act 2006 and, although not obliged to comply with the Statement of Recommended Practice applicable in the UK and Republic of Ireland FRS 102, the organisation has implemented its recommendations where relevant in these financial statements.

Mission, Objectives and Strategy

Objectives

The direct benefits which flow from the purpose of the organisation are the education and promotion of the Christian faith to the users of the centre, the promotion and education of people regarding conservation of the natural environment and the promotion of reconciliation, religious harmony, equality and diversity. These benefits are evidenced through the direct feedback from users of the centre, user surveys, word of mouth recommendations and repeat users. The beneficiaries are the users of the centre who come from throughout Northern Ireland and include youth groups including BB, Brownies etc, church groups and school groups.

Structure, Governance and Management

Structure

The Kilbroney Centre (The Centre) is overseen by a board of trustees.

The day to day management and development is carried out by 2 full time employees, the development office and the groundsman.

The Development Officer reports to an appointed member of the Board. The groundsman reports to the Development Officer for day to day roles but are accountable to the same appointed member of the board.

Review of Activities, Achievements and Performance

2022/23 has seen a return to the busy activities the centre had been accustomed to before COVID. During our usual peak seasons (excluding January and December) the centre hosted residential groups almost every weekend. From April-June we welcomed school groups for residential each week of term time as well.

By the end of the financial year, we had moved to appoint a third staff member to support the Centre Manager. Kilbroney has also maintained a team of 'bank' staff and a cook who are brought in for residential as required. It is expected that the Kilbroney Intern scheme (begun in 2019 and curtailed due to COVID) will resume in September 2023.

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TRUSTEES' ANNUAL REPORT

for the financial year ended 31 March 2023

The trustees met several times during the year using Zoom and in person, and communicated regularly via email to take decisions as necessary. The Chair, Treasurer and (Down and Dromore) Diocesan Development Officer acted on behalf of the board as necessary, in consultation with the Centre Manager.

Although revenue has significantly increased, and we have worked hard to maintain generous reserves, the centre continues to need to obtain support from grant makers and other supporters - both individuals and churches. This is in line with the centre's charitable status.

The centre staff, along with support from volunteers, continued to develop the site considerably including the development of outdoor spaces at the campfire sites and near to the main dining hall.

The centre is in good health going forward, remaining financially viable and operating within its aims and objectives. We continue to be thankful for the support of individuals, churches and grant-makers.

Financial Results

At the end of the financial year the charity has assets of £371,550 (2022 - £413,835) and liabilities of £108,693 (2022 - £129,956). The net assets of the charity have decreased by £(21,022).

Reserves Position and Policy

We are aiming for a bank balance which would cover us for 6 months.

We pay creditors soon after the invoice is approved, so keeping short to medium debt to a minimum. Likewise we encourage timeous settlement of our sales invoices.

Principal Risks and Uncertainties

The Centre is subject to general commercial risks as are most businesses. As most of our guests are from voluntary Christian groups and from schools, we are particularly vulnerable to the financial circumstances which impact these user groups. We are especially mindful of the increasing budget squeeze in the education sector which impacts school and some youth programmes. Although most school groups charge pupils to attend residentials, increasing pressure on school budgets, and present industrial action, may impact the availability of teachers and therefore some of our schools custom. Despite these risks, we are thankful that 2022/23 saw a return to more 'normal' activities in the wake of several years of COVID related downturn.

Trustees

The trustees who served throughout the financial year, except as noted, were as follows:

Rev Adrian Dorrian
Rt Rev Darren James McCartney
Edward Woolley
Kenneth John Hooks
Alanah Donaldson
Robert Andrew Brannigan
Dr Ken Roberts
Helga Harris
Matthew Peach
Catroina O'Hanlon
Emma Holley (Appointed 6 February 2023)

In accordance with the Constitution, the trustees retire by rotation and, being eligible, offer themselves for re-election.

Compliance with Sector-Wide Legislation and Standards

The charity engages pro-actively with legislation, standards and codes which are developed for the sector. Kilbroney Centre subscribes to and is compliant with the following:

- The Companies Act 2006
- The Charities SORP (FRS 102)

Approved by the Board of Trustees on 10 November 2023 and signed on its behalf by:

Rev Adrian Dorrian

Rev Adrian Dorrian
Trustee

Kilbroney Centre

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STATEMENT OF TRUSTEES' RESPONSIBILITIES

for the financial year ended 31 March 2023

The trustees, who are also directors of Kilbroney Centre for the purposes of company law, are responsible for preparing the financial statements in accordance with applicable law and regulations.

Company law requires the trustees as the directors 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) including FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". 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 of the charity and of the net income or expenditure of the charity for that period.

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

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with the relevant financial reporting framework, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees confirm that they have complied with the above requirements in preparing the financial statements.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act (Northern Ireland) 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees on 10 November 2023 and signed on its behalf by:

Rev Adrian Dorrian

Rev Adrian Dorrian
Trustee

Kilbroney Centre

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INDEPENDENT EXAMINER'S REPORT TO THE BOARD OF TRUSTEES OF KILBRONEY CENTRE

We have examined the financial statements of the charity for the financial year ended 31 March 2023, which comprise the Statement of Financial Activities (incorporating an Income and Expenditure Account), the Balance Sheet and the related notes.

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Board of Trustees that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members, as a body, for our work, or for this report.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006. The charity's trustees consider that an audit is not required for this financial year under Chapter 3 of Part 16 of the Companies Act 2006 and that an independent examination is required.

It is our responsibility to:

- examine the financial statements under section 65 of the Charities Act;
- follow the procedures laid down by the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act; and
- state whether particular matters have come to our attention.

Basis of independent examiner's report

We have examined your charity financial statements as required under section 65 of the Charities Act and our 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. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from the 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 statement below.

In connection with our examination, no matter has come to our attention which gives us cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006
- the financial statements do not accord with those accounting records
- the financial statements have not been prepared in accordance with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the 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 (FRS102)
- there is further information needed for a proper understanding of the accounts to be reached.

Independent examiner's statement

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Aidan Malone

Aidan Malone (FCA)
Malone Accounting
12 New Street
Newry
County Down
BT35 6JD

Date: 10 November 2023

Kilbroney Centre

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STATEMENT OF FINANCIAL ACTIVITIES

(Incorporating an Income and Expenditure Account)

for the financial year ended 31 March 2023

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Incoming Resources							
Grants & Donations	3.1	9,326	-	9,326	47,555	9,554	57,109
Activities for generating funds	3.2	118,323	-	118,323	48,732	-	48,732
Total incoming resources		127,649	-	127,649	96,287	9,554	105,841
Expenditure							
Charitable activities	4.1	148,671	-	148,671	93,596	9,554	103,150
Net incoming/outgoing resources before transfers		(21,022)	-	(21,022)	2,691	-	2,691
Gross transfers between funds		-	-	-	-	-	-
Net movement in funds for the financial year		(21,022)	-	(21,022)	2,691	-	2,691
Reconciliation of funds:							
Total funds beginning of the year	14	293,261	(9,382)	283,879	292,078	(10,890)	281,188
Total funds at the end of the year		272,239	(9,382)	262,857	294,769	(10,890)	283,879

The Statement of Financial Activities includes all gains and losses recognised in the financial year. All income and expenditure relate to continuing activities.

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Company Number: NI606867

BALANCE SHEET

as at 31 March 2023

	Notes	2023 £	2022 £
Fixed Assets			
Tangible assets	9	316,200	338,108
Current Assets			
Debtors	10	17,452	12,584
Cash at bank and in hand		37,898	63,143
		55,350	75,727
Creditors: Amounts falling due within one year	11	(16,139)	(7,902)
Net Current Assets		39,211	67,825
Total Assets less Current Liabilities		355,411	405,933
Grants receivable	12	(92,554)	(122,054)
Total Net Assets		262,857	283,879
Funds			
Restricted trust funds		(9,382)	(10,890)
General fund (unrestricted)		272,239	294,769
Total funds	14	262,857	283,879

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

For the financial year ended 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006; and no notice has been deposited under section 476.

The trustees confirm that the members have not required the company to obtain an audit of its financial statements for the financial year in question in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 and for preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit and loss 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 financial statements, so far as applicable to the charity.

Approved by the Board of Trustees and authorised for issue on 10 November 2023 and signed on its behalf by

Rev Adrian Dorrian

Rev Adrian Dorrian
Trustee

Kilbroney Centre

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NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 March 2023

1. GENERAL INFORMATION

Kilbroney Centre is a company limited by guarantee incorporated in Northern Ireland. The registered office of the company is 1 Forestbrook Road, Rostrevor, Newry, BT34 3BT which is also the principal place of business of the company. The financial statements have been presented in Pound Sterling (£) which is also the functional currency of the company.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the charity's financial statements.

Basis of preparation

The financial statements have been prepared on the going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland FRS 102".

As permitted by the Companies Act 2006, the charity has varied the standard formats in that act for the Statement of Financial Activities and the Balance Sheet. Departures from the standard formats are to comply with the requirements of the Charities SORP and are in compliance with section 4.7, 10.6 and 15.2 of that SORP.

Statement of compliance

The financial statements of the charity for the financial year ended 31 March 2023 have been prepared on the going concern basis and in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland FRS 102".

Cash flow statement

The charity has availed of the exemption in FRS 102 from the requirement to produce a cash flow statement because it is classified as a small charity.

Incoming Resources

Voluntary income or capital is included in the Statement of Financial Activities when the charity is legally entitled to it, its financial value can be quantified with reasonable certainty and there is reasonable certainty of its ultimate receipt. Entitlement to legacies is considered established when the charity has been notified of a distribution to be made by the executors. Income received in advance of due performance under a contract is accounted for as deferred income until earned. Grants for activities are recognised as income when the related conditions for legal entitlement have been met. All other income is accounted for on an accruals basis.

Expenditure

All resources expended are accounted for on an accruals basis. Charitable activities include costs of services and grants, support costs and depreciation on related assets. Costs of generating funds similarly include fundraising activities. Non-staff costs not attributed to one category of activity are allocated or apportioned pro-rata to the staffing of the relevant service. Finance, HR, IT and administrative staff costs are directly attributable to individual activities by objective. Governance costs are those associated with constitutional and statutory requirements.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost or at valuation, less accumulated depreciation. The charge to depreciation is calculated to write off the original cost or valuation of tangible fixed assets, less their estimated residual value, over their expected useful lives as follows:

Buildings	-	4% Straight line
Plant and machinery	-	25% Straight line
Fixtures, fittings and equipment	-	10% Straight line

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NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 March 2023

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Debtors

Debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Income recognised by the charity from government agencies and other co-funders, but not yet received at year end, is included in debtors.

Cash at bank and in hand

Cash at bank and in hand comprises cash on deposit at banks requiring less than three months' notice of withdrawal.

Taxation

No current or deferred taxation arises as the charity has been granted charitable exemption. Irrecoverable valued added tax is expensed as incurred.

3. INCOME

3.1 GRANTS & DONATIONS

	Unrestricted Funds	Restricted Funds	2023	2022
	£	£	£	£
All Churches	7,896	-	7,896	2,994
Voluntary Donations	4,062	-	4,062	2,005
Gift Aid Receipts	1,825	-	1,825	2,205
Education Authority Belfast Region	(4,457)	-	(4,457)	18,681
Ulster Community Foundation	-	-	-	20,064
Dept for the Economy Covid 19 Business Support Grant	-	-	-	10,000
Corona Virus Job Retention Scheme	-	-	-	1,160
	<u>9,326</u>	<u>-</u>	<u>9,326</u>	<u>57,109</u>

3.2 OTHER TRADING ACTIVITIES

	Unrestricted Funds	Restricted Funds	2023	2022
	£	£	£	£
Income from groups	<u>118,323</u>	<u>-</u>	<u>118,323</u>	<u>48,732</u>

4. EXPENDITURE

4.1 CHARITABLE ACTIVITIES

	Direct Costs	Other Costs	Support Costs	2023	2022
	£	£	£	£	£
Expenditure on Charitable Activities	100,345	-	45,898	146,243	100,418
Governance Costs (Note 4.2)	2,428	-	-	2,428	2,732
	<u>102,773</u>	<u>-</u>	<u>45,898</u>	<u>148,671</u>	<u>103,150</u>

4.2 GOVERNANCE COSTS

	Direct Costs	Other Costs	Support Costs	2023	2022
	£	£	£	£	£
Accountancy Services	<u>2,428</u>	<u>-</u>	<u>-</u>	<u>2,428</u>	<u>2,732</u>

Kilbroney Centre

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NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 March 2023

continued

5. ANALYSIS OF SUPPORT COSTS

	2023 £	2022 £
Heat & Light	14,954	6,931
Telephone	1,777	1,512
Maintenance	23,416	18,011
Insurance	2,572	852
General Office	1,314	2,414
Rates	1,865	1,841
	<u>45,898</u>	<u>31,561</u>

6. NET INCOMING RESOURCES

	2023 £	2022 £
Net Incoming Resources are stated after charging/(crediting):		
Depreciation of tangible assets	21,908	23,219
Independent Examiner's remuneration:		
- independent examination services	2,428	2,732
Amortisation of grants receivable	(21,604)	(18,610)
	<u></u>	<u></u>

7. INVESTMENT AND OTHER INCOME

	2023 £	2022 £
Amortisation of capital grants received	<u>21,604</u>	<u>18,610</u>

8. EMPLOYEES AND REMUNERATION

Number of employees

The average number of persons employed during the financial year was as follows:17

	2023 Number	2022 Number
Permanent full time	2	2
Part Time	15	-
	<u>17</u>	<u>2</u>

The staff costs comprise:

	2023 £	2022 £
Wages and salaries	74,899	51,389
Pension costs	2,017	1,042
	<u>76,916</u>	<u>52,431</u>

There were no employees with emoluments above £60,000.

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NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 March 2023

continued

9. TANGIBLE FIXED ASSETS

	Buildings	Plant and machinery	Fixtures, fittings and equipment	Total
	£	£	£	£
Cost				
At 31 March 2023	438,353	3,933	53,673	495,959
Depreciation				
At 1 April 2022	122,035	1,358	34,458	157,851
Charge for the financial year	17,534	680	3,694	21,908
At 31 March 2023	139,569	2,038	38,152	179,759
Net book value				
At 31 March 2023	<u>298,784</u>	<u>1,895</u>	<u>15,521</u>	<u>316,200</u>
At 31 March 2022	<u>316,318</u>	<u>2,575</u>	<u>19,215</u>	<u>338,108</u>

10. DEBTORS

	2023	2022
	£	£
Trade debtors	10,903	9,110
Prepayments and accrued income	6,549	3,474
	<u>17,452</u>	<u>12,584</u>

11. CREDITORS**Amounts falling due within one year**

	2023	2022
	£	£
Trade creditors	4,940	5,607
Taxation and social security costs	6,742	2,088
Accruals and deferred income:		
Pension accrual	-	207
Other accruals	4,457	-
	<u>16,139</u>	<u>7,902</u>

12. GRANTS RECEIVABLE

	2023	2022
	£	£
Capital grants received and receivable		
At 1 April 2022	180,878	179,392
(Decrease)/Increase in financial year	(7,896)	1,486
At 31 March 2023	<u>172,982</u>	<u>180,878</u>
Amortisation		
At 1 April 2022	(58,824)	(37,220)
Amortised in financial year	(21,604)	(21,604)
At 31 March 2023	<u>(80,428)</u>	<u>(58,824)</u>
Net book value		
At 31 March 2023	<u>92,554</u>	<u>122,054</u>
At 1 April 2022	<u>122,054</u>	<u>142,172</u>

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NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 March 2023

continued

13. RESERVES

	2023 £	2022 £
At the beginning of the year	283,879	281,188
(Deficit)/Surplus for the financial year	(21,022)	2,691
At the end of the year	<u>262,857</u>	<u>283,879</u>

14. FUNDS

14.1 RECONCILIATION OF MOVEMENT IN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds £
At 1 April 2021	292,078	(10,890)	281,188
Movement during the financial year	2,691	-	2,691
At 31 March 2022	293,261	(9,382)	283,879
Movement during the financial year	(21,022)	-	(21,022)
At 31 March 2023	<u>272,239</u>	<u>(9,382)</u>	<u>262,857</u>

14.2 ANALYSIS OF MOVEMENTS ON FUNDS

	Balance 1 April 2022 £	Income £	Expenditure £	Transfers between funds £	Balance 31 March 2023 £
Restricted funds					
Restricted	(9,382)	-	-	-	(9,382)
Unrestricted funds					
Unrestricted	293,261	149,253	170,275	-	272,239
Total funds	<u>283,879</u>	<u>149,253</u>	<u>170,275</u>	<u>-</u>	<u>262,857</u>

14.3 ANALYSIS OF NET ASSETS BY FUND

	Fixed assets - charity use £	Current assets £	Current liabilities £	Long-term deferred income £	Total £
Restricted trust funds	-	-	-	(9,382)	(9,382)
Unrestricted general funds	316,200	55,350	(16,139)	(83,172)	272,239
	<u>316,200</u>	<u>55,350</u>	<u>(16,139)</u>	<u>(92,554)</u>	<u>262,857</u>

15. STATUS

The charity is limited by guarantee not having a share capital.

The liability of the members is limited.

Every member of the company undertakes to contribute to the assets of the company in the event of its being wound up while they are members, or within one year thereafter, for the payment of the debts and liabilities of the company contracted before they ceased to be members, and the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributors among themselves, such amount as may be required, not exceeding £1.

16. RELATED PARTY TRANSACTIONS

It is the policy of Kilbroney Centre that no remuneration is paid to trustees.

The key management personnel of The Centre comprise the trustees and the development officer. There are no related party transactions that require disclosure during the year.