

Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore

Annual Report and Financial Statements

For the Year ended 31 December 2022

Charities Number NIC 105803

**Annual Report and Financial Statements for the year ended 31 December 2022**

**Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore**

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**Annual Report and Financial Statements for the year ended 31 December 2022**

**Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore**

**Charity Registration Number** NIC 105803

**Charity Address** 6 Ballydowan Meadows  
Banbridge  
BT32 4QX

**Trustees** Mr John Joseph Gorman  
Mr Joseph Doyle  
Mr Martin Hayes  
Dr James McGlew  
Mr Enda Brady  
Miss Kathryn Roisin Fitzpatrick  
Mr John Downey  
Mr Seamus Mc Guinness  
Mrs Carmel McAnuff  
Mr Sean McGreevy  
Fr Brian Fitzpatrick  
Conor McDonald  
Patricia Thompson  
Leo McGreevy  
Daniel Cunningham

**Accountants** Henry Murray & Co Ltd  
Chartered Accountants  
23 Church Place  
Lurgan  
Co Armagh  
BT66 6EY

**Bankers** First Trust  
92 Ann Street,  
Belfast,  
BT1 3HH

## **Annual Report and Financial Statements for the year ended 31 December 2022**

### **Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore**

#### **Trustees' Annual Report for the year ended 31 December 2022**

##### **Objectives and Activities**

The charitable purpose of the Hospitalite of Our Lady of Lourdes – Diocese of Dromore is to promote devotion to Our Lady of Lourdes and facilitate the sick of the Diocese of Dromore to make a pilgrimage to Lourdes.

The principal function of the Hospitalite of Our Lady of Lourdes – Diocese of Dromore is to support the advancement of the Catholic religion by promoting devotion to Our Lady of Lourdes and the wider mission of the church at parish level and at the shrine in Lourdes. This is pursued through pastoral, evangelistic, social or ecumenical means, being open to and engaging with society as a whole and offering support for those wishing to travel to the shrine at Lourdes.

##### **Achievements, Performance and Public Benefit**

Hospitalite of Our Lady of Lourdes – Diocese of Dromore is an association of volunteers who work under the auspices of the Catholic Church and meet across the Diocese of Dromore at Parish level. We spend time together and go out into the community to promote the faith, particularly devotion to Our Lady of Lourdes, and to organise various fund raising activities in order to facilitate our Assisted Pilgrims and Workers to travel to the international shrine at Lourdes, France. The Hospitalite has also considered the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the activities entered during the year have helped to achieve the Hospitalite's objectives and activities, as well as providing public benefit.

##### **Worship and Prayer**

The Executive Committee led by our Spiritual Director Fr. Brian Fitzpatrick organise participation in Masses, processions and liturgies throughout our time at the shrine in Lourdes that are beneficial and spiritually fulfilling for all pilgrims and for those who follow from home via the shrine webcam. Our community meets in the month of April for volunteer preparation before travel, we make the annual pilgrimage to Lourdes in May and we invite all who made the pilgrimage together again in the month of October for our annual reunion Mass. Some parish committees also organise events at a local level for the wider parish community in February, marking the anniversary of the first apparitions in Lourdes.

##### **Pastoral Care**

Pastoral care is central to the life and witness of the Hospitalite of Our Lady of Lourdes – Diocese of Dromore. We engage with aspiring pilgrims early in the new year in preparation for the journey to Lourdes in May. We carry out medical and nursing assessment of those who wish to travel as assisted (sick) pilgrims, including sick children and their parents, and put arrangements in place for those with life-limiting conditions and those who require assistance with mobility. In Lourdes we arrange accommodation for sick pilgrims in a dedicated care facility and take care of all their needs as pilgrims until they return home. We are available at parish level throughout the year to offer practical assistance when possible.

## **Annual Report and Financial Statements for the year ended 31 December 2022**

### **Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore**

#### **Trustees' Annual Report for the year ended 31 December 2022**

##### **Parish Groups and Facilities**

Hospitalite of Our Lady of Lourdes – Diocese of Dromore is made up of an Executive Committee and 19 Parish Committees who operate across the diocese. All committees operate under the Diocesan Safeguarding Policy. The various parishes plan events throughout the year to raise funds to help send their sick parishioners and workers on the annual pilgrimage during the month of May. Such events include raffles, fashion shows, sponsored walks, dances, concerts and many more. Friendship outings are organised regularly between the various committees to promote well-being and a sense of community.

##### **Mission and Evangelism**

Hospitalite of Our Lady of Lourdes – Diocese of Dromore strives to put Our Lady and the message of Lourdes at the centre of everything we do. We have recently introduced our Financial Policies and Procedures document to help strengthen our position in Parish life. We are updating our constitution to ensure clear guidance and we adhere to the Diocesan Child and Adult Safeguarding policies.

##### **Reserve Policy**

The reserves policy of the charity is dictated by its two-year operational cycle. The opening reserves for the year dictate the capacity of the charity to organise the pilgrimages during the year which take place the following year. For this reason, the parishes are expected to hold reserves of approximately two years pilgrimage programme funding and the executive to have sufficient funds to cover the advanced booking deposits

##### **Financial Review**

The financial statements confirm a drop in income and expenditure due to the continued Covid-19 pandemic and the fact that there was no pilgrimage held in the year due to travel restrictions and associated risks. Total income is £4,536.14 and the deficit for the year is £4,159.42 which is shown in the Statement Of Financial Activity. This result is as anticipated and expected by the trustees. The charity has total reserves of £664,944.72. The restricted amount is £546,346.15 and the unrestricted amount is £118,598.57 which are adequate.

## **Annual Report and Financial Statements for the year ended 31 December 2022**

**Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore**

**Trustees' Annual Report for the year ended 31 December 2022**

### **Structure, Governance and Management**

Governing Document and Constitution of the Charity.

### **Recruitment and Appointment of Trustees**

As well as Constitutional requirements, the Executive and parishes committees are obliged to implement regulations of the Diocese of Dromore. The diocesan regulations require adherence to the Child and Adult Safeguarding Policy, to file a Pilgrimage report with the diocesan office within a reasonable period of time on our return from Lourdes, to remain registered with the Charity Commission of Northern Ireland, and to submit a copy of our accounts on an annual basis to the diocesan office.

### **Pay and Remuneration**

All members are volunteers. There are no paid employees

### **Organisational Structure**

Hospitalite of Our Lady of Lourdes – Diocese of Dromore – Executive is made up of 15 parish representatives who organise the annual Diocesan Pilgrimage to Lourdes. There are 19 Parish Committees who fund raise to send their Parishioners/Workers to Lourdes

### **Compliance with the sector- wide Legislation and Standards**

The charity engages pro- actively with the legislation, standards and codes which are developed for the sector. Hospitalite of Our Lady Of Lourdes – Diocese of Dromore subscribes to and is compliant with the following: The Charities SORP (FRS 102).

### **Public Benefit**

The Hospitalite of Our Lady of Lourdes – Diocese of Dromore has given consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the actives entered into during the year have helped to achieve the Hospitalité's objectives and activities, thus providing public benefit.

**Annual Report and Financial Statements for the year ended 31 December 2022**

**Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore**

**Trustees' Annual Report for the year ended 31 December 2022**

**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 Hospitalité can continue its activities. The trustees are also satisfied the financial statement for the year end 31st December 2022 can be signed off as a going concern.

**Future Developments**

The Trustees aim to maintain the charities current stable financial structure

**Statements of Trustees responsibilities**

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

Charity 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 charity 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 financial activities of the charity for that period. In preparing these financial statements, the trustees are required to follow best practice and:

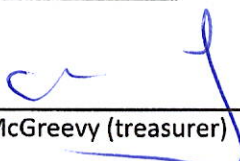
- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- State whether the Charities SORP (effective January 2015) in accordance with FRS 102 has been followed;
- Prepare the financial statements of 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with applicable law. 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 11<sup>TH</sup> OCT 23 and signed on its behalf by

  
\_\_\_\_\_  
Martin Hayes ( Chairperson)

  
\_\_\_\_\_  
Sean McGreevy (treasurer)

## **Independent Examiner's Report to the Trustees of Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore**

I report on the accounts of Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore for the year ended 31<sup>st</sup> December 2022 which are set out on pages 9 to 15

### **Respective responsibilities of trustees and examiner**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act (Northern Ireland) 2008. It is my responsibility to:

- Examine the accounts under section 65 of the Charities Act (Northern Ireland) 2008;
- Follow the procedures laid down in 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 my attention.

### **Basis of independent examiners 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. The examination included 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 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 (Northern Ireland) 2008
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**

Since your charity's gross income ordinarily exceeds £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Chartered Accountants Ireland which is one of the listed bodies.

**Independent Examiner's Report to the Trustees of Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore continued...**

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



Peter Gogarty FCA  
Chartered Accountant  
For and on behalf of Henry Murray & Co Ltd  
Independent examiner  
23 church Place,  
Lurgan,  
BT66 6EY

16<sup>th</sup> October 2023  
Date

**Statement of Financial Activities for the year ended 31 December 2022**

	Note	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Total 2021
<b>Income</b>					
Donations and Legacies	3	-	3,527.30	3,527.30	4,296.00
Other Trading Activities	4	-	-	-	-
Investments	5	517.16	481.68	998.84	66.23
Charitable Activities	6	-	-	-	-
Other Income	7	-	10.00	10.00	500.00
<b>Total Income</b>		<b>517.16</b>	<b>4,018.98</b>	<b>4,536.14</b>	<b>4,862.23</b>
<b>Expenditure</b>					
Generating Funds	8	-	-	-	898.00
Charitable Activities	8	2,400.00	4,185.00	6,585.00	1,980.00
Other	8	269.65	1,840.91	2,110.56	1,146.94
<b>Total Expenditure</b>		<b>2,669.65</b>	<b>6,025.91</b>	<b>8,695.56</b>	<b>4,024.94</b>
<b>Net Income / (Expenditure) before transfers</b>	-	<b>2,152.49</b>	<b>2,006.93</b>	<b>4,159.42</b>	<b>837.29</b>
Transfers between funds		-	-	-	-
<b>Net Income / (Expenditure) before other recognised gains / losses</b>	-	<b>2,152.49</b>	<b>2,006.93</b>	<b>4,159.42</b>	<b>837.29</b>
Unrealised Gain / (Loss) on investment		-	-	-	-
<b>Net movement in funds</b>	-	<b>2,152.49</b>	<b>2,006.93</b>	<b>4,159.42</b>	<b>837.29</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		<b>120,751.06</b>	<b>548,353.08</b>	<b>669,104.14</b>	<b>668,266.85</b>
<b>Net movement in funds</b>	-	<b>2,152.49</b>	<b>2,006.93</b>	<b>4,159.42</b>	<b>837.29</b>
<b>Total funds carried forward</b>		<b>118,598.57</b>	<b>546,346.15</b>	<b>664,944.72</b>	<b>669,104.14</b>

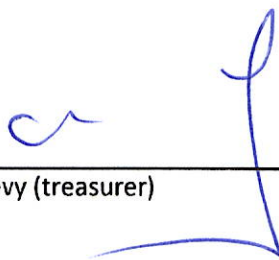
**Statement of Financial Position as at 31 December 2022**

	Notes	£	2022 £	£	2021 £
<b>FIXED ASSETS</b>					
<b>CURRENT ASSETS</b>					
Debtors and Prepayments	11	-		23,310.00	
Cash at bank- Unrestricted	12	120,998.57		146,461.06	
Cash at bank- Restricted	12	546,346.15		525,043.08	
		<u>667,344.72</u>		<u>694,814.14</u>	
<b>CURRENT LIABILITIES</b>					
Other Creditors	13	2,400.00		25,710.00	
		<u>2,400.00</u>		<u>25,710.00</u>	
<b>NET CURRENT ASSETS</b>			<u>664,944.72</u>		<u>669,104.14</u>
<b>LONG TERM LIABILITIES</b>			<u>-</u>		<u>-</u>
<b>NET ASSETS</b>	15		<u><u>664,944.72</u></u>		<u><u>669,104.14</u></u>
<b>FINANCED BY</b>					
Restricted Funds			546,346.15		548,353.08
Unrestricted Funds			118,598.57		120,751.06
			<u>664,944.72</u>		<u>669,104.14</u>

The notes on pages 11 to 15 are an integral part of these financial statements.

The financial statements on pages 9 to 15 were approved by the Committee on 11th October 2023 and signed on its behalf by :

  
 \_\_\_\_\_  
 Martin Hayes ( Chairperson)

  
 \_\_\_\_\_  
 Sean McGreevy (treasurer)

## Notes to the Financial Statements for the year ended 31 December 2022

### 1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows

#### a) Basis of preparation

The financial statements have been prepared on a going concern basis in accordance with Accounting and Reporting by Charities: 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 (FRS 102) – (Charities SORP (FRS 102)).

The Parish meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost and transaction value unless otherwise stated in the relevant accounting policy note(s).

#### b) Preparation of accounts on a going concern basis

The Parish generally meets its day to day working capital requirements from its annual income. The Trustees have obtained and reviewed cash flow forecasts for the coming year and based on these are satisfied that the Parish has resources to provide a reasonable expectation that it can continue to meet its financial obligations as they fall due for the foreseeable future. Therefore these financial statements have been prepared on a going concern basis.

#### c) Income

Fares, fundraising and donation income are accounted for on a cash receipts basis as the amount is collected.

#### d) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### e) Cash and cash equivalents

Cash and cash equivalents includes cash in hand, deposits held at call with banks.

## **Notes to the Financial Statements for the year ended 31 December 2022**

### **1. Accounting Policies (continued)**

#### **f) Funds**

Funds are classified as either restricted funds or unrestricted funds, defined as follows:

Restricted funds are funds subject to specific requirements as to their use which may be declared by the donor or with their authority or created through legal processes, but still within the wider objects of the Parish.

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity. If parts of the unrestricted funds are earmarked at the discretion of the trustees for a particular purpose, they are designated as a separate fund. This designation has an administrative purpose only and does not legally restrict the trustees' discretion to apply the fund.

### **2. Critical accounting judgements and estimation uncertainty**

Estimates and judgments made in the process of preparing the financial statements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The Trustees do not consider that there are any critical judgments made in applying the Parish's accounting policies or that there are any critical accounting estimates or assumptions which may have a significant risk of causing a material adjustment to carrying amounts of assets and liabilities within the next financial year.

Notes to the Financial Statements for the year ended 31 December 2022

Income

3. Donations and Legacies

	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Total 2021
Donations	-	2,027.30	2,027.30	2,773.00
Fundraising activities	-	1,500.00	1,500.00	1,523.00
	-	3,527.30	3,527.30	4,296.00

4. Other Trading Activities

	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Total 2021
	-	-	-	-

5. Investments

	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Total 2021
Bank Interest received	517.16	481.68	998.84	66.23
	517.16	481.68	998.84	66.23

6. Charitable Activities

	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Total 2021
Fares	-	-	-	-

7. Other

	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Total 2021
Refunds	-	-	-	-
Sundry	-	10.00	10.00	500.00
	-	10.00	10.00	500.00

Notes to the Financial Statements for the year ended 31 December 2022

8. Analysis of Expenditure

	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Total 2021
<b>Generating Funds</b>				
Fundraising costs	-	-	-	898.00
	-	-	-	898.00
<b>Charitable Activities</b>				
Fares, Transport and other		4,185.00	4,185.00	-
Administration Costs	2,400.00		2,400.00	1,980.00
	2,400.00	4,185.00	6,585.00	1,980.00
<b>Other Costs</b>				
Bank Interest/Charges	9.65	217.71	227.36	320.76
Sundry Expenses	260.00	926.62	1,186.62	223.42
PSA			-	-
Other		696.58	696.58	602.76
	269.65	1,840.91	2,110.56	1,146.94

Governance costs of £ 2,400.00 were incurred during the year which relates to fees payable to the independent auditor. Governance costs are included within Administration costs above.

9. Taxation

Hospitalite Of Our Lady Of Lourdes - Diocese Of Dromore as a charity for the purposes of applicable taxation legislation and is therefore not subject to taxation on its charitable activities.

10. Analysis of staff costs, trustees remuneration and expenses and the cost of management

This charity has no personnel with formal employment contracts, and relies on voluntary activity by Parishioners

**Notes to the Financial Statements for the year ended 31 December 2022**

<b>11. Debtors and Prepayments</b>	<b>2022</b>	<b>2021</b>	
Prepayments	-	23,310.00	
	<u>-</u>	<u>23,310.00</u>	
<b>12. Bank and Cash</b>	<b>2022</b>	<b>2021</b>	
Cash and Cash Equivalents- Restricted	546,346.15	525,043.08	
Cash and Cash Equivalents- Unrestricted	120,998.57	146,461.06	
	<u>667,344.72</u>	<u>671,504.14</u>	
<b>13. Other Creditors</b>	<b>2022</b>	<b>2021</b>	
Accounts	2,400.00	2,400.00	
Deferred Income	-	23,310.00	
	<u>2,400.00</u>	<u>25,710.00</u>	
<b>14. Long Term Liabilities</b>	<b>2022</b>	<b>2021</b>	
<b>15. Analysis of Net Assets amongst Funds</b>			
	<b>Restricted</b>	<b>Unrestricted</b>	<b>Total</b>
Current Assets	546,346.15	120,998.57	667,344.72
Current Liabilities	-	-2,400.00	-2,400.00
Net Assets 31 December 2022	<u>546,346.15</u>	<u>118,598.57</u>	<u>664,944.72</u>